

**TOWN of SURGOINSVILLE  
BOARD of MAYOR AND ALDERMEN**

**BMA Meeting Minutes  
Monday, June 10<sup>th</sup>, 2024, @ 6pm**

The BMA session of the Surgoinsville Board of Mayor and Aldermen was held June 10<sup>th</sup>, 2024, at 6:05p.m. in the Surgoinsville City Hall after public notice was published on *Town of Surgoinsville – City Hall* Facebook Page and posted at City Hall, Surgoinsville Utility District, Post Office, & Surgoinsville Public Library.

**INVOCATION**

Mayor Graham did the invocation and asked Alderman Hoss to lead the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Mayor Graham requested a roll call for the record of attendance as follows:

**Present**

Mayor Graham  
Vice-Mayor Jarnagin

Alderman Mierek  
Alderman Sandidge  
Alderman Bishop  
Alderman Hoss

**Absent**

Alderman Collier

**ANNOUNCEMENTS**

**MINUTES**

- May 13<sup>th</sup>, 2024 - BMA meeting minutes: A motion was made by Alderman Bishop to approve the May minutes as presented. The motion was seconded by Alderman Mierek. The voting was unanimous in favor to approve the minutes as written.

**DEPARTMENT REPORTS**

- Police Chief James Hammonds read his May 2024 Police report. Mayor Graham read the Fire Department Report for May 2024. Bobby Hickman read the Maintenance for May 2024. The May 2024 *Daily Vehicle Inspection Checklist* for each vehicle & May Work Orders were emailed to each Board Member for review. Donnie Morrison provided an update on the Brush Truck repair and the Ford 5600 Tractor repairs. Sewer Report provided for May 2024. A motion was made by

Alderman Bishop to approve the May reports as presented. The motion was seconded by Alderman Mierek. The voting was unanimous in favor of approving the reports as written.

### **FINANCIAL DOCUMENTS**

- No Financial Reports were available.

### **VISITORS**

- Chris Singleton, Tim Carwile
- Chris Singleton presented 2 check donations from a recent Jeep Show in the amount of \$475 each. These checks were for the Fire Department and the Police Department to spend on any needs identified.

### **OLD BUSINESS**

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

- Consider AirMedCare Network Membership for Employees in FY2025. A motion was made by Alderman Hoss for the Town to cover a 1-year AirMedCare Network Membership. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider Surgoinsville Volunteer Fire Department to participate in an Interlocal Agreement with Hawkins County to cover Phipps Bend and authorize Mayor Graham to execute the Interlocal Agreement with Hawkins County. A motion was made by Vice-Mayor Jarnigan. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider authorizing Recorder Megan Gentry and Mayor Merrell Graham to set up 2 separate State of Tennessee LGIP accounts for the General Fund with 1 being specifically for Fire Dept funds. A motion was made by Vice-Mayor Jarnigan. The motion was seconded by Alderman Mierek. A roll call vote was obtained and was unanimous in favor of approving.
- Consider Ordinance 174-2024, which is an ordinance regulating open burning within the city limits of the Town of Surgoinsville. A motion was made by Vice-Mayor Jarnigan. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider Ordinance 175-2024, which is an ordinance of the Town of Surgoinsville, Tennessee amending the 2023-2024 Fiscal Year Budget Budget Amendment #2. Vice-Mayor Jarnigan requested a summary of the Budget Amendment which was provided by Recorder Megan Gentry. A motion was made by Alderman Hoss to approve Ordinance 175-2024. The motion was seconded by Vice-Mayor Jarnigan. A roll call vote was obtained and was unanimous in favor of approving.
- Consider Ordinance 176-2024, which is an ordinance regarding the Town's Traffic Fine charges. Chief Hammonds requested that the Board table this item for further discussion at the July Workshop. Board of Mayor & Aldermen unanimously agreed to table this item.
- Consider Ordinance 177-2024, which is a n ordinance to establish a schedule of building permit fees. A motion was made by Alderman Mierek. The motion was seconded by Alderman Hoss. A roll call vote was obtained and was unanimous in favor of approving.

- Consider Resolution 150-2024, a resolution to repeal and replace the personnel policy and employee handbook. A motion was made by Alderman Mierek. The motion was seconded by Alderman Bishop. A roll call vote was obtained was unanimous in favor of approving.
- Consider Resolution 151-2024, a resolution to adopt a drug and alcohol testing policy. A motion was made by Alderman Bishop. The motion was seconded by Alderman Mierek. A roll call vote was obtained and was unanimous in favor of approving.
- Consider Resolution 152-2024, which is a resolution regarding the Town’s Building Permit Fees. Recorder Megan Gentry informed the Board of Mayor & Aldermen that Jim Sullivan with SafeBuilt will be attending the July Workshop and requested that this item be table until further input and discussion with Jim. Board of Mayor & Aldermen unanimously agreed to table this item.
- Consider the Town applying for the *Judy Housley Safety Partners Grant* through Public Entity Partners. This is a matching grant and will be used for the Fire Department to purchase Turnout Gear. A motion was made by Vice-Mayor Jarnigan in favor of approving. The motion was seconded by Alderman Hoss. A roll call vote was obtained and was unanimous in favor of approving.
- Consider formally authorizing Recorder, Megan Gentry, to establish a reserve account for the 2 donations received in the amount of \$475 each for the Fire Department and Police Department as a restricted reserve. A motion was made by Vice-Mayor Jarnigan. The motion was seconded by Alderman Bishop.

**COMMUNITY INTEREST ITEMS**

**COUNCIL REQUESTS**

- Alderman Hoss inquired about the school flowmeter. Chief Hammonds provided an update that the new flowmeter is functioning properly. Chief Hammonds plans to meet the Surgoinsville Utility District at the next meeting readings to compare readings prior to preparing any invoices.
- A Special BMA Meeting is required prior to July 1<sup>st</sup>, 2024, for the second & final reading of Ordinance 175-2024, which is an ordinance of the Town of Surgoinsville, Tennessee amending the 2023-2024 Fiscal Year Budget Budget Amendment #2. Mayor Graham has scheduled this meeting on June 25<sup>th</sup>, 2024, at 5:30pm.

**OTHER BUSINESS**

**ADJOURNMENT**

The BMA Meeting was dismissed at 6:45 pm.

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*Merrell Graham, Mayor*

ATTEST:

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*Megan Gentry, Recorder*