

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

**BMA Meeting Minutes  
Monday, January 13<sup>th</sup>, 2025, @ 6pm**

The BMA session of the Surgoinsville Board of Mayor and Aldermen was held January 13<sup>th</sup>, 2025, at 6:01p.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 on Friday, January 3<sup>rd</sup>, 2025.

**INVOCATION**

Mayor Graham did the invocation and asked Vice-Mayor Jarnagin 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 Collier  
Alderman Mierek  
Alderman Bishop

**Absent**

Alderman Sandidge  
Alderman Hoss

**ANNOUNCEMENTS**

**MINUTES**

- December 9<sup>th</sup>, 2024 - BMA Meeting Minutes: A motion was made by Alderman Collier to approve the December 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 Hammonds read the December 2024 Police Report. Mayor Graham read the Fire Department Report for December 2024. Donnie Morrison read the Maintenance for December 2024. The December 2024 *Daily Vehicle Inspection Checklist* for each vehicle, December Work Orders, & December Animal Control Log were emailed to each Board Member for review. Donnie proceeded with informing the Board that the Ford snow plow and salt spreader truck's

frame had broken on Saturday and patched it with a piece of steel. Donnie reports that the truck is still able to be used and will only carry half loads of salt. Donnie reports speaking to B&H Sales, the company that has ordered the wiring harness and snow plow adapters for the 2018 Dodge 3500 and will install. B&H Sales is following up on the delivery for the snow plow adapters. Additional updates will be provided as available. Vice-Mayor Jarnagin suggested using the dump truck; however, this would require wiring. A motion was made by Alderman Collier to approve the December reports as presented. The motion was seconded by Alderman Mierek. The voting was unanimous in favor of approving the reports as written.

### **FINANCIAL DOCUMENTS**

- Megan Gentry, City Recorder, provided *Summary Financial Statement and Tax Aggregate Report – Summary* for all funds in December 2024.

### **VISITORS**

Mickey Ellis, Auditor, provided a summary of the FY2024 Audit. Mickey expressed the importance of Budget Amendments prior to the end of the FY. Mickey complimented the Town's audit and noted an improvement with only one finding this year, down from two findings the prior FY. Mickey discussed the importance of internal controls and stated that each office individual handling monies should have his/her own till.

### **OLD BUSINESS**

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

- Consider accepting the FY2024 Audit, presented by Mickey Ellis, Auditor. A motion was made by Alderman Collier. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider declaring the 2012 Impala as surplus. A motion was made by Vice-Mayor Jarnagin. The motion was seconded by Alderman Bishop. The voting was unanimous in favor of approving.
- Consider authorizing Police Chief Hammonds to list the 2012 Impala on GovDeals. A motion was made by Vice-Mayor Jarnagin. The motion was seconded by Alderman Collier. The voting was unanimous in favor of approving.
- Consider authorizing Donnie, Maintenance Manager, to purchase a spare rim & tire. Donnie provided a quote from Colony Tire Corporation in the amount of \$260 and then \$305 with the tire being mounted. A motion was made by Vice-Mayor Jarnagin. The motion was seconded by Alderman Mierek. A roll call vote was obtained and was unanimous in favor of approving.
- Consider authorizing Mayor Graham to execute the First Amendment to Lease Agreement TR# 24-11-0002, regarding TWRA Riverfront Lease, extending our lease through March 25<sup>th</sup>, 2060. A motion was made by Vice-Mayor Jarnagin. The motion was seconded by Alderman Collier. The voting was unanimous in favor of approving.
- Consider selecting either McGill or The Lane Group for engineering services related to the 2025 CDBG after reviewing the Statement of Qualifications provided by each. A

motion was made by Vice-Mayor Jarnagin to select The Lane Group. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.

- Consider authorizing Megan, Recorder, to proceed with Companion Life - Life Insurance and AD&D Insurance in the amounts of \$50,000 each. This will be 100% Employer paid for Full Time Employees and Board of Mayor & Aldermen, \$178.50 monthly. Megan elaborated that this coverage includes the 10 full time employees as well as the 7 members of Board of Mayor and Aldermen. This is a cost savings of \$399.77 per month even with the additional 7 people covered. A motion was made by Vice-Mayor Jarnagin. The motion was seconded by Alderman Mierek. A roll call vote was obtained and was unanimous in favor of approving.
- Consider authorizing Estimate# 122624 with Big Creek Services, LLC to repair the bathrooms downstairs at City Hall in the amount of \$7021.50, this expenditure is encumbered FY2024 Budget. A motion was made by Vice-Mayor Jarnagin. The motion was seconded by Alderman Collier. A roll call vote was obtained and was unanimous in favor of approving.
- Consider authorizing purchase and appropriate Budget Amendment to 412-52200-249 for a water tap at property Hwy11w (District 5 Control Map 54 Parcel# 57.00) in the amount of \$1500. A motion was made by Alderman Mierek. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider approving the first reading of Ordinance 180-2025 which is an ordinance repealing building permits. A motion was made by Alderman Mierek. The motion was seconded by Vice-Mayor Jarnagin. A roll call vote was obtained and was unanimous in favor of approving.
- Consider approving the first reading of Ordinance 181-2025 which is the FY2025 Budget Amendment #1. A motion was made by Alderman Collier. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider sending a letter to terminate contract with SAFEbuilt, LLC. Attorney Joe May stated that the State Fire Marshal will need to be notified. A motion was made by Alderman Collier. The motion was seconded by Alderman Bishop. The voting was unanimous in favor approving.

#### **COMMUNITY INTEREST ITEMS**

- Alderman Mierek provided an update regarding the Sargoinville Community Kitchen. Winter Dinner will be held in the basement of City Hall from 6pm-8pm on January 27th. Volunteers can arrive at 4:30pm.

#### **COUNCIL REQUESTS**

#### **OTHER BUSINESS**

- Mayor Graham states that Attorney Joe May has a meeting scheduled with the School Board's attorney.

**ADJOURNMENT**

The BMA Meeting was dismissed at 6:52 pm.

  
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*Merrell Graham, Mayor*

**ATTEST:**

  
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*Megan Gentry, Recorder*