



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

AGENDA

City of Munford Board of Mayor and Aldermen – Regular Monthly Meeting –
Monday, July 26 , 2021 7:00 p.m.
Municipal Building, 70 College Street, Munford, Tennessee

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance to the flag
- C. Establishment of Quorum
- D. Approve the minutes from the regular Monthly Meeting – June 28, 2021
- E. Public Forum

II. OLD BUSINESS AND MONTHLY DEPARTMENTAL REPORTS

- | | |
|--|--|
| A. Public Works | Dir. Sherry Bennard |
| B. Public Safety | Chief Randal Baskin
Acting Chief Reeves |
| C. Parks & Recreation | Dir. Griff Fisher |
| D. Building Inspector/
Code Enforcement | Insp. Glenn Stringfellow |

III. MAYOR'S REPORT

- A. Report
- B. Proclamation/Awards

Dr. Charlette Fisher
- C. Appointments
- D. Ordinance – Resolutions – Motions

First Reading

- **ORDINANCE: 2021-07-01** An Ordinance of the City of Munford, Tennessee amending the Munford Municipal Zoning Map to rezone property at 410 Munford Ave. (James Harkness Property) from R-3 (High Density Residential) District to B-2 (General Business) District.

**Ordinance 2021-07-01 comes with a positive recommendation from City of Munford Planning Commission*

- The Mayor is requesting a motion authorizing him to enter into an agreement with First Utility District. This agreement will allow the District to have an interconnection with the City to allow for the sale of gas in an emergency situation.

E. Announcements

F. Acknowledgements

IV. NEW BUSINESS

V. FINANCIAL REPORT

- A. Checks over \$10,000
- B. Financial Report 06-30-2021

Adjourn —



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – June 28, 2021

Regular Monthly Meeting – Monday June 28, 2021, 7:00 p.m. Municipal Building, 70 College Street, Munford, Tennessee.

Members present: Mayor Dwayne Cole, Alderman Sue Arthur, Ray Deneka, Lonnie Glass, Deborah Reed and Glenn Turner.

Absent: Alderman Jack Bomar

Department Heads in Attendance: Public Works Director Sherry Bennard, Chief Randal Baskin, Chief Alan Barkelew, and Code Enforcement Officer Glenn Stringfellow.

I. CALL TO ORDER

Mayor Cole called the June 28, 2021, meeting of the Board of Mayor and Aldermen of the City of Munford to order at 7:00 p.m. Mayor Dwayne Cole gave the invocation.

II. ESTABLISH A QUORUM

Mayor Cole noted the Board had a quorum with six members present and one absent.

III. APPROVE MINUTES

Mayor Cole presented the minutes from the Regular Monthly Meeting of May 24, 2021.
Minute's stand approved as distributed.

IV. PUBLIC FORUM

Several residents of Plum Tree Circle were present at the meeting to request the remainder of their street be paved. Residents Tony Gutowski, Ron Radcliff, Kathy Eisenhower, Bonnie Taylor, Terry Eisenhower, Vicki Haywood, and Jesus Reyes each spoke on the condition of their street and questioned why the entire street was not paved. They spoke of the 'road falling apart', "chunks of asphalt laying around", dips, potholes, and a hump at the east entrance. Mr. Gutowski suggested the city consider Municipal bonds, revenue bonds, establishing a five-year plan for road and sidewalk repair, increase businesses to generate more taxes dedicated to repair roads, and soliciting federal funds.

V. PUBLIC HEARING

- **RESOLUTION: 2021-05-03** A Resolution to annex property located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC)

**Resolution 2021-05-03 comes with a positive recommendation from City of Munford Planning Commission*

- **ORDINANCE: 2021-05-03** An Ordinance to zone property in annexed area located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC).

**Ordinance 2021-05-03 comes with a positive recommendation from City of Munford Planning Commission*

- **RESOLUTION: 2021-06-01** A Resolution adopting a Plan of Service for area to be annexed into the City of Munford, Tennessee: Property located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC).

**Resolution 2021-06-01 comes with a positive recommendation from City of Munford Planning Commission*

Mr. Randy Turnage asked if city was going to provide sewer to the new area and if the houses were going to be put on Joe Joyner Road. Yes, sewer services would be provided in some form (step system or gravity). Houses would not be built on Joe Joyner Road.

VI. OLD BUSINESS AND MONTHLY DEPARTMENTAL REPORTS:

- Public Works – Director Sherry Bennard presented the monthly report. See attached sheet.
- Public Safety
 - a. Police: Chief Randal Baskin presented the monthly report. See attached sheet.
 - b. Fire: Chief Alan Barkelew presented the monthly report. See attached sheet.
- Parks & Recreation – Director Griff Fisher was absent. See attached sheet.
- Code Enforcement – Building Inspector Glenn Stringfellow presented the monthly report. See attached sheet.
- Library – Reference report as written.
- Mayor’s Report and Comments – Mayor Cole did not give his monthly report.

- Mayor Cole presented for a second reading **ORDINANCE: 2021-05-01** An Ordinance of the City of Munford, Tennessee adopting the 2018 edition of the International Fuel Gas Code. *Motion was made by Alderman Turner to approve **ORDINANCE: 2021-05-01**. Motion was seconded by Alderman Deneka. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **RESOLUTION: 2021-05-03** A Resolution to annex property located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC). *Motion was made by Alderman Arthur to approve **RESOLUTION: 2021-05-03**. Motion was seconded by Alderman Glass. Motion carried, all members present voting aye.*
- Mayor Cole presented for a second reading **ORDINANCE: 2021-05-03** An Ordinance to zone property in annexed area located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC) to R-2. *Motion was made by Alderman Deneka to approve **ORDINANCE: 2021-05-03**. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*
- Mayor Cole presented **RESOLUTION: 2021-06-01** A Resolution adopting a Plan of Service for area to be annexed into the City of Munford, Tennessee: Property located at the intersection of McCormick Road and Campground Road (owned by REI Capital LLC). *Motion was made by Alderman Glass to approve **RESOLUTION: 2021-06-01**. Motion was seconded by Alderman Turner. Motion carried, all members present voting aye.*
- Mayor Cole requested a motion to approve the 2021-2022 Water-Sewer Budget. *Motion was made by Alderman Reed to approve. Motion was seconded by Alderman Glass. Motion carried, all members present voting aye.*
- Mayor Cole requested a motion to approve the 2021-2022 Gas Budget. *Motion was made by Alderman Arthur to approve. Motion was seconded by Alderman Deneka. Motion carried, all members present voting aye.*
- Mayor Cole requested a motion to reduce the speed limit from 30 mph to 20 mph on Park from Munford Avenue to Reeder and on McLaughlin from Pritchett to Park. *Motion was made by Alderman Deneka to approve. Motion was seconded by Alderman Turner. Motion carried, all members present voting aye.*
- Appointment – The Mayor appoints LaToya Avery to the Library Board with no objections. Ms. Avery is currently the principal of Brighton Elementary School.

VIII. NEW BUSINESS –

No new business to report/discuss.

IX. FINANCIAL REPORT –

- **Checks over \$10,000** – Mayor Cole presented the checks over \$10,000 for May. A *motion was made by Alderman Glass to approve all checks over \$10,000 as presented. Motion was seconded by Alderman Arthur. Motion carried, all members present voting aye.*
- **Financial 05/31/2021** – Mayor Cole presented the financial report for the period ending May 31, 2021. A *motion to accept the report was made by Alderman Deneka. Motion was seconded by Alderman Reed. Motion carried, all members present voting aye.*

With no further discussion, a motion was made by Alderman Arthur to adjourn at 8:29 pm.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	TOTAL
ACCOUNTS													
Current Customer Accts													
Water Customers Total	3343	3343	3337	3332	3320	3333	3330	3332	3347	3337	3353	3376	40,083
Sewer Customers Total	2125	2117	2120	2111	2106	2117	2114	2118	2129	2122	2140	2159	25,478
Gas Customers Total	7198	7191	7182	7199	7218	7250	7261	7273	7298	7299	7294	7309	86,972
<i>In Atoka City Limits</i>	2488	2482	2509	2501	2518	2514	2536	2527	2526	2544	2545	2549	30,239
<i>Out of Atoka City Limits</i>	287	287	287	289	290	291	292	292	292	293	293	292	3,485
Trash Customers	1612	1616	1623	1626	1630	1637	1648	1654	1660	1664	1657	1688	19,715
Customer Adjustments													
Connects	94	90	75	102	88	86	68	51	81	75	78	94	982
Finals	97	105	75	86	60	61	53	49	90	74	82	100	932
Meter Sets	17	18	12	68	26	17	10	5	10	1	5	19	208
PAYMENTS													
Payments on line													
Utility paid on line	2192	2450	2200	2588	2249	2690	2604	2797	2834	2742	2382	2618	30,346
ACH Payments	1271	1274	1285	1300	1302	1322	1336	1336	1350	1365	1380	1377	15,898
E-Bills	1333	1358	1366	1375	1390	1406	1416	1435	1467	1474	1495	1506	17,021
Payments Received Lobby/Mail													
CC Payments	300	286	548	760	392	293	294	230	389	960	1130	626	6,208
Cash Payments	594	683	659	666	646	587	538	415	562	556	590	673	7,169
Check Payments	3,628	3,599	3,680	3,815	3,819	3,988	4,005	3,949	4,088	3,867	3,933	2,368	44,739
Money Order Payments	2	0	0	1	0	1	0	0	0	0	0	1	5
Delinquent Accounts													
Delinquent Penalty	162	139	109	87	118	117	177	207	206	139	302	192	1,955
Cut Offs	81	56	96	68	118	117	120	115	122	97	124	185	1,299
Phone Calls	260	379	307	331	368	597	569	589	528	499	0	386	4,813
SERVICE													
Water / Sewer													
Water Service Orders	3	4	3	1	4	4	2	3	3	4	6	8	45
Sewer Service Orders	8	8	4	8	8	3	2	1	4	3	6	13	68
Amount Billed Water	\$126,634	\$95,858	\$92,442	\$83,785	\$83,303	\$85,851	\$86,320	\$90,486	\$85,240	\$87,170	\$90,511	\$102,042	\$1,109,641
Amount Billed Sewer	\$119,634	\$92,111	\$93,940	\$85,956	\$78,692	\$81,825	\$82,618	\$84,988	\$80,941	\$82,724	\$84,422	\$89,005	\$1,056,856
Damaged/Stuck Meters	15	57	25	45	13	39	1	18	17	32	19	23	304
Solid Waste													
Cans Delivered	16	16	13	13	12	13	16	3	9	11	11	23	156
Missed pickup	44	17	27	10	7	4	1	2	12	5	3	40	172
Damaged Cans	0	0	0	0	0	0	1	1	1	0	3	0	6
Other complaints	8	10	23	7	3	3	2	1	6	6	6	10	85
New Customers	30	23	28	25	20	18	14	8	26	16	14	27	249
Discontinued Service	13	10	8	7	5	5	0	2	6	5	6	4	71
Amount Billed	\$31,013	\$30,908	\$30,954	\$30,997	\$31,034	\$31,118	\$31,425	\$31,465	\$32,441	\$32,536	\$32,727	\$33,071	\$379,690
Gas													
Odor Complaints	4	5	2	8	8	19	11	4	11	7	2	5	86
Damaged / Stuck Meters	30	10	31	30	33	33	22	22	83	50	22	8	374
Amount Billed	\$124,523	\$91,527	\$93,413	\$127,342	\$272,104	\$598,805	\$654,561	\$1,138,418	\$340,322	\$228,224	\$124,380	\$119,449	\$3,913,068
Misc Service Orders													
Other complaints	36	20	21	25	14	12	6	14	14	15	1	14	192
Total Utility/Trash Billing	\$401,805	\$310,404	\$310,748	\$328,080	\$465,132	\$797,599	\$854,925	\$1,345,357	\$538,944	\$430,653	\$332,039	\$343,567	\$6,459,254

City of Munford Public Works Monthly Report														
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021 Totals	PY Totals
Calls	39	129	84	87	92	70							501	
Water Calls/Leaks	3	8	12	16	11	16							66	
Sewer Calls/Leaks	7	13	12	10	27	18							87	
Gas Calls/Leaks	7	18	6	13	12	10							66	
Street/drainage/yard	0	0	2	3	35	20							60	
Water samples					13	10							13	
Cut-Offs	48	93	120	98	124	120							603	
Locates	264	332	623	555	363	423							2560	
Unread Meters	28	29	21	27	24	30							159	
Meters Repairs	21	91	62	51	34	39							298	
Sewer Taps	0	2	0	1	0	0							2	
Water Sets	10	4	6	6	5	5							36	
Gas Sets	6	11	12	3	0	11							43	
Munford	1	8	10	3	0	5							27	
Atoka	3	1	2	0	0	4							10	
Brighton	2	2	0	0	0	2							6	
Completed Work Orders	243	516	493	575	494	437							2758	
Water Pumped (millions)	24	28	24	27	30	31							164	
Treated Pumped to River	40	39	46	40	40	32							237	



Munford Fire Department

Monthly Board Report - May 2021

Incidents	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Total 2021	Total 2020
Structure Fires - Munford	0	1	0	0	0	0							1	9
Structure Fires - County	3	1	3	0	2	1							10	15
Grass Fire - Munford	0	0	0	0	0	0							0	9
Grass Fires - County	2	1	1	1	0	1							6	7
Vehicle Fires - Munford	0	1	0	1	2	0							4	4
Vehicle Fires - County	0	0	0	1	0	0							1	1
Vehicle Accidents - Munford	2	1	3	4	2	1							13	31
Vehicle Accidents - County	4	2	1	0	1	1							9	21
EMS Calls - Munford	40	62	57	53	43	65							320	608
EMS Calls - County	5	5	2	5	1	5							23	40
Other Incidents - Munford	21	25	17	11	16	16							106	180
Other Incidents - County	7	5	9	5	10	8							44	87
Mutual Aid Calls	15	12	11	10	11	12							71	128
Burn Permits	0	3	12	7	4	6							32	104
Total Calls - Munford	63	90	77	69	63	82							444	841
Total Calls - County	21	14	16	12	14	16							93	171
Total Calls - Department	84	104	93	81	77	98	0	0	0	0	0	0	537	1012

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	13	0	0
Part Time Positions	1	1	0	0
Reserves	30	9	21	0
Total Department Staffing	44	23	21	0

Vehicle Fleet Status	Days out of Service	Comments
Unit #1 (Chief)		
Unit # 2 (Captain)		
Inspector # 1 (Inspector)		
Med 8		
Rescue 8		
Engine 81		
Engine 88		
Brush Truck 81		
Brush Truck 82		
Tower 81	30	Out of Service for pump failure

Munford Parks Recreation Monthly Report

	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	YTD
Payment Plan													
Current		26/2,165	4/377.50	9/745.50	47/4,155	6/392.50	22/1950	50/4885	6/378	5/340	6/450	14/1,057.5	
Past Due													

RENTALS													
Friday Night Skate		0	0	0	0	0	0	0	241		322	405	968
Skate Parties		2	8	14	14	10	9	16	17	18	27	16	151
Band Room		0	1	0	0	2	1	1	1	4	6	2	18
Community Room		YMCA (M-F)	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling	MMS wrestling		3	4	3	

SENIOR SERVICES													
Congregate Meals		0	0	0	0	0	0	0	0	0	0	0	0
Home Delivery	115 Weekly	115 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	130 Weekly	

Vehicle Miles													
P&R-08 Chevy Ext. Cab	97,032	97,677	98,278	98,675	98,885	99,249	99,721	99,928	100,370	100,787	101,175	101,564	
P&R-15 Chevy 4Door	32,976	33,162	34,581	34,988	35,863	36,283	36,901	37,353	37,950	38,612	39,561	40,027	
CP-05 Chevy Single Cab	138,010		138,701	138,895	139,040	139,180	139,325	139,470	140,129	140,322	140,847	140,104	
P&R-08 Chevy Ext. Cab	106,208	106,281	106,360	106,442	106,480	106,922	107,222	107,534	107,745	108,021	108,446	108,575	
P&R-01' Expedition						171,405	171,641	171,786	171,891	171,982	172,143	172,217	

Equipment Hours													
Jacobsen Truckster	336	348	365	366	366	366	370	371	379	386	403	412	
Torolnfield Drag	1,450	1,467	1,489	1,500	1,502	1,502	1,502	1,510	1,533	1,558	1,579	1,582	
2014-61" Snapper	867	907	917	918	918	918	918	923	937	950	985	1,003	
2015-72" Snapper	530	562	575	577	577	577	577		597	607	612	620	
2015-61" Snapper-CP	686	723	738	749	749	749	749	752	771	784	806	823	
2012-72" Xmark	1,546	1,546	1,546	1,546	1,546	1,546	1,546	1,546	1,546	1,558	1,558	1,558	
Bad Boy	1025	1,028	1,028	1,028	1,028	1,028	1028	1,028	1,028	1,028	1,056	1,065	
Dixie Chopper	598	606	606	606	606	606	606	606	606	609	611	611	
JD4700 Tractor	3,828	3,830	3,830	3,830	3,830	3,830	3,830	3,839	3,840	3,840	3,841	3,842	
2021 Snapper61"												17	
Polaris SXS												603	

Sports Registration													
Basketball					507	507	507	507					
Cheerleading					46	46	0	0					
Flag Football								90	90	90			
Soccer								201	201	201			
Baseball								357	357	357			

Cheer Camp	16
Soccer Camp	45
Arts & Crafts Camp	20
Nert Camp	20
Flag Football Camp	22
BaseballCamp	40

	PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE	
1	1278	06/03/21	82 WHITE WAY CV.	C	JASON GILBERT	ACC BLDG.	160	\$5,000..3	\$100.00	
2	1279	06/07/21	683 TIPTON RD	C	TODD NELSON	FENCE	N/A	N/A	\$25.00	
3	1280	06/07/21	923 GILTEDGE RD.	C	MILTON BERFORD	ACC BLDG.	360	\$2,800.00	\$100.00	
4	1281	06/10/01	1941 MUNFORD GILTEDGE	R	CHAIRTY GOODE	POOL	N/A	N/A		\$100.00
5	1282	06/11/21	LOT 16 FRANCES LN	C	DR HORTON	NEW S.F. DWELLING	2,467	\$173,000.00	\$438.00	
6	1283		VOID		VOID	VOID				
7	1284	06/11/21	LOT 26 COLE HGTS	C	DR HORTON	NEW S.F. DWELLING	2,467	\$173,000.00	\$438.00	
8	1285	06/16/21	52 GEORGE ELLIS	C	WALLY SISK	FENCE / ADDITION	240	\$14,000.00	\$125.00	
9	1286	06/21/21	88 WEST	C	CHICKASAW VENTURES	NEW S.F. DWELLING	2,436	\$171,000.00	\$434.00	
10	1287	06/21/21	356 DAVID REED	R	JONATHAAN THREAT	ADDITION	192	\$3,000.00		\$100.00
11	1288	06/21/21	66 WOOTEN AVE	C	RICHEY HOME CONST.	NEW S.F. DWELLING	4,048	\$284,000.00	\$660.00	
12	1289	06/23/21	32 N. MEADOWS CV.	C	ANGELICA WHERRY	FENCE	N/A	N/A	\$25.00	
13	1290	06/23/21	1744 DOUBLE BRIDGES	R	JUANITA PETTY	ADDITION	288	\$4,000.00		\$100.00
14	1291	06/24/21	58 FRANCES LN	C	DR HORTON	NEW S.F. DWELLING	2183	\$153,000.00	\$398.00	
15	1292	06/24/21	50 FRANCES LN	C	DR HORTON	NEW S.F. DWELLING	2029	\$143,000.00	\$378.00	
16	1293	06/25/21	32 FRANCES LN	C	DR HORTON	NEW S.F. DWELLING	2183	\$153,000.00	\$398.00	
17	1294	06/25/21	LOT 20 CENTRAL PARK	C	DR HORTON	NEW S.F. DWELLING	2461	\$173,000.00	\$438.00	
18	1295	06/25/21	341 COLONIAL HGTS.	C	DR HORTON	NEW S.F. DWELLING	2183	\$153,000.00	\$398.00	
19	1296	06/25/21	358 COLONIAL HGTS.	C	DR HORTON	NEW S.F. DWELLING	2029	\$143,000.00	\$378.00	
20	1297	06/25/21	219 ROBERT L ELLIS	C	AMBER JONES	POOL	N/A	N/A	\$100.00	
21										
									\$4,833.00	\$300.00
								Total	\$1,742,800.00	\$5,133.00

C - CITY LIMITS

R - REGION

Complaints	19	Building Permits	20
Inspections	46	Sign permits	1
Certificate Of Occupancy	7	Use & Occupancy Permits	
PREFORMANCE BOND	WALKERS MEADOW	CENTRAL PARK	2018


Building Inspector



Munford-Tipton County Memorial Library

1476 Munford Avenue

Munford, TN 38058

(901) 837-2665

www.munford.com



June 2021 Library Report

Overview:

- The library has sold **\$30.95** in books with the ongoing book sale.
- The library has collected **\$9.00** in library fines, overdue fees, and lost items.
- The monthly collection for copies and faxing was **\$243.85**.
- Through Kroger Community Rewards, the library earned **\$73.42**.
- The Library had **338** people use our computers and **73** requiring computer help. In addition we had **206** use the Wi-Fi. The library had **606** reference questions asked and answered.
- Library staff provided **26** one-on-one technology device sessions lasting more than 10 minutes.
- Library staff served as proctors for **9** TWRA Boat Tests.
- The Library has gained **42** new users, with **1,903** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,277** patrons.
- Through Interlibrary Loan **14** books were loaned out, and **34** were borrowed.

- ❖ Tennessee R.E.A.D.S. had **861** books checked out.
- ❖ Lindsey was used as a Notary Public **5** times.
- ❖ The Library had **1** volunteer.
- ❖ The adult book club resumed their meetings in June, there were **6** people in attendance
- ❖ Virtual Story Times were posted to Facebook. Staff reads a book and posts the video to Facebook. This is part of our Summer Reading Program this year. We posted **4** videos in June with **367** views.
- ❖ The Library staff made take home crafts for children to. **53** crafts were picked up from the Library.
- ❖ The Library had many passive program displays for June, including: Fishin' for a Good Book display, Color your own Bookmark, Bookflix display, Staff Recommendations, Book Spotlight. **25** patrons participated in these passive programs.
- ❖ We continue to offer curbside services to patrons. **2** patrons were assisted curbside.
- ❖ The 2021 Summer Reading Challenge started on June 1st. There are currently 86 participants with 403 hours read thus far. This challenge will continue through August 6th.

Munford-Tipton County Public
Monthly Report
June 2021

PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance	Locally Owned		
Print Materials	Locally Owned	7,610	24	4	7,630	Regionally Owned	10,297	3	0	10,300		E-books	0
Audio Materials		396	0	0	396		1,630	0	0	1,630		Audio Downloadable	0
Video Materials		495	0	39	456		607	0	30	577		Video Downloadable	0
Other Materials		0	0	0	0		0	0	0	0		TOTAL	0
TOTAL		8,501	24	43	8,482		12,534	3	30	12,507	TOTAL PHYSICAL COLLECTION		20,989

Electronic Circulation-READS includes Advantage & other local e collections		Physical Circulation Book & Non-Book		CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)	
Adult **	789	Adult	512	Adult (includes number from libguides **4.4)	1,301
Children **	72	Children	530	Children (includes number from libguides **4.5)	602
Total	861	Total	1,042	Total for All Circulation	1,903

Unique Users 124

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	29	Library Visits	620		Adult	Young Adult	Children
Black	0	Reference Transactions	606	Inside the Library	6	1	3
American Indian-Alaska Native	0	Computer Users	338	Outside the Library	0	0	0
Hispanic or Latino of any race	1	Wireless Sessions	206	Total	6	1	3
Native Hawaiian/Pacific Islander	0	Website Visits	0	In-Person Programs Attendance			
Asian	0	Hotspots/MiFi	0		Adult	Young Adult	Children
Other	1			Inside the Library	42	7	57
Two or more races	1	Local Database Usage	0	Outside the Library	0	0	0
Total	32	Tech Training/help	0	Total	42	7	57

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,335
Children Borrowers <14 yrs old	942
Total Borrowers	4,277

Resource Sharing	
ILL - Borrowed	34
ILL - Loaned	14

Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	4
Views of Recorded Programs	367

TOTAL PROGRAMS	14
TOTAL PROGRAM ATTENDANCE	473



City of Munford, Tennessee

1397 Munford Avenue

Munford, TN 38058

City Hall (901) 837-0171

www.munford.com

Dwayne Cole, Mayor

Mayor's Report

July 26, 2021

After many months of negotiation and discussion, Wendy's is locating in Munford on Highway 51 next to Las Margaritas Mexican Restaurant. The Planning Commission approved the subdivision of the lot and the site plan at their meeting on July 13, 2021. The property transaction is scheduled to be finalized in August with construction to begin shortly thereafter. We hope to welcome Wendy's into our business community by the end of the year (2021).

Public Works Director Sherry Bennard and her team met with Municipal Technical Advisory Service (MTAS) recently to discuss street evaluations as well as other issues. MTAS agreed to survey all city streets, evaluate them, and provide a five-year improvement plan for us. This independent, unbiased review will be very helpful to us and should begin within the next few weeks. Thanks to Director Bennard and her team for this proactive step.

My team and I met with executives from WastePro on July 21 to discuss their unacceptable level of service for our citizens. The discussion was frank and direct. We established clear lines of communication, discussed expectations, and made it clear that we expect immediate improvement. I thank you for your patience.

Tipton County School Superintendent Dr. John Combs, Alderman Glenn Turner, Munford Public Works staff, and Tipton County Public Works Director Shannon Reed have been working on a better plan for parent pick-up at Munford Elementary School (MES) for quite a while. With school beginning on August 3, we have made an additional pick-up entrance at MES (from Park Street) which will be ready for the first day of school. It will begin as white rock (33-C) and will be asphalted at some point. Hopefully, this will help alleviate some of the congestion in the afternoons. I would like to thank all for their cooperation in this important improvement.

Three weeks ago, Munford Fire Chief Alan Barkelew was seriously injured in a fall at his home. He was rushed to The Med where he remains today, though his condition is improving. Since it is unclear when Chief Barkelew will be able to return to work, I have appointed Lt. Jeremy Reeves as "Acting Chief." I have full confidence in his ability to lead the department during this time. Please keep Chief Barkelew and his family in your prayers.

The Celebrate Munford 5K Run, Roll and Stroll is scheduled for August 7 at 8 AM beginning at Centennial Park. Munford High School Football Cougars begin the 2021 season on August 19 (Thursday Night) against perennial power Covington Chargers at Dr. Sid Witherington Stadium in Munford. School begins on August 3 and Celebrate Munford is scheduled for a cooler October 16. There's a lot going on in My Kind of Town!

Very warm summer regards,

Dwayne Cole, Mayor

ORDINANCE 2021-07-01

AN ORDINANCE TO AMEND THE MUNFORD MUNICIPAL ZONING MAP TO REZONE PROPERTY AT 410 MUNFORD AVENUE (JAMES HARKNESS PROPERTY) FROM R-3 (HIGH DENSITY RESIDENTIAL) DISTRICT TO B-2 (GENERAL BUSINESS) DISTRICT

WHEREAS, Sections 13-7-201 through 13-7-210 of the *Tennessee Code Annotated* empowered the City of Munford to enact the Munford Zoning Ordinance and Official Zoning Map, and provide for its administration and enforcement; and,

WHEREAS, the Board of Mayor and Aldermen deems it necessary, for the purpose of promoting the health, safety, prosperity, morals, and general welfare of the City to amend the Official Zoning Map; and,

WHEREAS, the Munford Planning Commission has reviewed said proposed zoning amendment pursuant to Sections 13-7-203 and 13-7-204 of the *Tennessee Code Annotated*; and,

WHEREAS, the Munford Board of Mayor and Aldermen has given due public notice on said amendment and has held public hearing; and,

WHEREAS, all the requirements of Section 13-7-201 through 13-7-210 of the *Tennessee Code Annotated*, with regard to the amendment of the Munford Municipal Zoning Ordinance by the Planning Commission and subsequent action of the Munford Board of Mayor and Aldermen, have been met.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MUNFORD:

SECTION 1. That the following described property be rezoned from R-3 (High Density Residential) District to B-2 (General Business) District:

Parcel 10.00 on Tipton County Tax Map 111.

Beginning at a point, said point being the northwestern most corner of Parcel 10.00 on Tipton County Tax Map 111; thence moving in an easterly direction along the northern boundary of Parcel 10.00 to a point, said point being the northeastern most corner of Parcel 10.00; thence moving in a southerly direction along the eastern boundary of Parcel 10.00 to a point, said point being the southeastern most corner of Parcel 10.00; thence continuing in a southerly direction along a projected line to a point, said point being the intersection of said projected line and the centerline of

Munford Avenue; thence moving in a northwesterly direction along the centerline of Munford Avenue to a point, said point being the intersection of the centerline of Munford Avenue and a southerly projected line from the southwestern most corner of Parcel 10.00; thence moving in a northerly direction along said projected line to a point, said point being the southwestern most corner of Parcel 10.00; thence moving in a northerly direction along the western boundary of Parcel 10.00 to the point of beginning.

SECTION 2. BE IT FURTHER ORDAINED that this Ordinance shall become effective immediately upon its passage after second and final reading, this ordinance shall take effect from and after its passage, the welfare of the city requiring it.”

Passed First Reading

Mayor

Passed Second Reading

City Recorder

EMERGENCY GAS SALE AND PURCHASE CONTRACT

This Contract is entered into between First Utility District of Tipton County, Tennessee (“the District”), and the City of Munford, Tennessee (“the City”).

W I T N E S S E T H:

WHEREAS, the District is a utility district organized and existing under the provisions of Tenn. Code Ann. § 7-82-101, *et seq.*, providing gas service in Tipton County, Tennessee;

WHEREAS, the City is a municipality providing gas service in and around its boundaries in Tipton County, Tennessee;

WHEREAS, the District desires to have an interconnection with the City to be able to purchase gas to meet some of the District’s gas supply needs in emergency situations, and the City is willing to assist the District in this manner;

WHEREAS, Tenn. Code Ann. § 12-9-108 authorizes any public agency to contract with another public agency to perform any governmental service, activity, or undertaking, including the provision of utility service, that each public agency is authorized by law to perform;

WHEREAS, at a public meeting on _____, 2021, which was previously advertised to the public in accordance with law, the District’s Board of Commissioners approved this Contract and authorized its president to execute this Contract on behalf of the District; and

WHEREAS, at a public meeting on _____, 2021, which was previously advertised to the public in accordance with law, the City’s Board of Mayor and Aldermen approved this Contract and authorized the mayor to execute this Contract on behalf of the City;

NOW THEREFORE, in consideration of the foregoing and the mutual agreements hereinafter set forth, the parties agree as follows:

1. **Quality and Quantity.** The City will sell gas to the District at the point or points

of delivery established by the parties, as provided in Section 2 below, whenever the pressure in the District's gas system goes below 30 psi, as detected by a working monitor regulator ("Minimum Pressure"). The parties may agree to a different Minimum Pressure, provided that, in the event of a subsequent disagreement about the Minimum Pressure, the default Minimum Pressure of 30 psi will apply. All gas sold hereunder will be at the maximum available pressure on the City's side of the inlet valve for the metering and regulator station and will have odorization levels meeting Pipeline and Hazardous Materials Safety Administration ("PHMSA") requirements.

2. **Points of Delivery.** The District and the City will establish a point of delivery on the east side of Akins Store Road approximately 100 feet southeast of the intersection of Holly Grove Road and Akins Store Road. The District, at its own cost, will construct a metering and regulator station at this location on property or public right of way made available for this purpose by the City. The City will make a tap in the City's gas system for connection to the metering and regulator station, or the City will authorize the District to do so. Upon the completion of construction, the City will own and maintain all gas pipes and other facilities leading from the City's existing gas system up to, but not including, the inlet valve for the metering and regulator station, and the District will own and maintain all gas pipes and other facilities leading from the District's existing gas system up to and including the inlet valve for the metering and regulator station.

The parties may establish other points of delivery with their own metering and regulator stations by mutual agreement, and such connection points will also be subject to the terms of this Contract.

3. **Meters.** The District will own, operate, and maintain at its own expense the

master meter at every point of delivery, which will accurately measure the quantity of gas sold to the District.

Once per calendar year, the District will test and calibrate each master meter at the District's expense. The City may request that the District test a master meter more often. The City will bear the cost of an additional test if the results show a master meter is accurately measuring the gas sold; otherwise, the District will bear the cost of an additional test. A master meter will be deemed accurate if it registers no more than two percent (2%) out of calibration.

If testing indicates that a master meter is reading inaccurately or if a master meter completely fails to work, the amount of gas furnished through that master meter during the billing period in which such inaccuracy or failure is discovered will be deemed to be the average amount of gas furnished through the same master meter in the three billing periods immediately prior, unless the parties agree otherwise.

A representative of the City will have access to all metering devices at reasonable times for the purpose of meter readings.

4. **Risk of Loss.** The District will pay for all gas that passes through a master meter, and no adjustment will be made for gas line breaks, gas line leaks, or other gas uses within the District's gas system.

5. **Rate.** The District will pay for all gas purchased under this Contract at a rate equaling the cost of gas plus transportation charged to the City for such gas.

6. **Billing Procedure.** The District will be billed for gas purchased under this Contract in accordance with the City's billing and collection procedures for its customers, which procedures may be modified from time to time.

7. **Term of Contract.** This Contract will remain in effect for a term of 10 years, at

that time revisit the agreement and renewed if necessary for the metering and regulator station(s) constructed pursuant to this Contract, as determined by the District and the City of Munford.

Notwithstanding the foregoing, either party may terminate this Contract early by giving the other party notice that inoperable conditions have occurred.

8. **Operation.** The parties will operate their respective gas systems in a safe and efficient manner and in compliance with all applicable laws, rules, and regulations.

9. **Failure to Deliver.** The City will take such reasonable and practicable action as may be necessary and possible to furnish the District with gas, as set forth in this Contract. The City will notify the District in writing of any actual or reasonably anticipated failure to deliver gas in accordance with the terms of this Contract, including the reason(s) for and the duration of such failure.

Temporary failures to deliver gas, as set forth in this Contract, will be remedied with all reasonable dispatch. In the event of an extended shortage of gas, as determined by the City in its sole discretion, the City will provide gas service to its residential and commercial customers first and then, to the greatest extent possible, to the District in accordance with the terms of this Contract.

10. **Notice of Emergency.** Each party will immediately notify the other of any emergency or condition that may affect the quality of gas in either party's gas system. The parties will share all relevant and necessary contact information for appropriate personnel, so as to facilitate contact and communication during such times.

11. **Territorial Integrity.** Nothing contained herein alters or modifies the boundaries or territorial integrity of either party.

12. **Waiver of Rights.** The failure of either party to insist upon strict performance of

any of the terms, covenants, or conditions of this Contract will not be deemed a waiver of any rights or remedies of that party and will not be deemed a waiver of any subsequent or continuing breach or of a default in any of the terms, covenants, or conditions herein contained.

13. **Entire Agreement.** This Contract constitutes the entire agreement of the parties. This Contract may be modified or amended only by a written instrument signed by the parties, except as specifically provided in Sections 1, 2, and 3 above.

14. **Governing Law, Forum, and Venue.** This Contract is governed by the laws of Tennessee, and any dispute or legal action arising out of or related to this Contract must be filed in a court of competent jurisdiction in Tipton County, Tennessee.

15. **Severability.** If any provision of this Contract is held to be invalid, illegal, or unenforceable under applicable law, such invalidity, illegality, or unenforceability will not affect any other provision of this Contract. In addition, if any provision of this Contract is held to be invalid, illegal, or unenforceable by virtue of its degree, extent, or scope, the parties intend for such provision to be upheld and enforced to the maximum extent allowable under applicable law.

16. **Assignment.** This Contract may not be assigned by either party to any other individual or entity without the express, written consent of the other party.

17. **Authority.** The individuals signing below represent that they have full authority to execute this Contract on behalf of their respective parties, that this Contract has received any approval required by law from their respective parties, and that this Contract is legal, valid, and binding.

18. **Execution.** This Contract may be executed in counterparts, all of which together will be deemed to be one and the same agreement. A signed copy of this Contract delivered by facsimile, e-mail, or other means of electronic transmission will be deemed to have the same

legal effect as delivery of an original signed copy.

IN WITNESS WHEREOF, the parties have affixed their signatures as of the dates shown below.

**FIRST UTILITY DISTRICT OF
TIPTON COUNTY, TENNESSEE**

By: _____
David Smith, President of the
Board of Commissioners

Date: _____

CITY OF MUNFORD, TENNESSEE

By: _____
Dwayne Cole, Mayor

Date: _____



CHECKS OVER \$10,000

June 2021

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Bliss Products & Services	17507	\$ 11,311.78	Park & Rec. Benches and Shade Structure
Bound Tree Medical	17577	\$ 10,748.00	Mechanical CPR Device
Citco Water	17634	\$ 28,685.88	Water Transmitters
Consolidated Pipe	17635	\$ 18,372.50	Gas Supplies
Dozertrax USA	17522	\$ 17,167.99	Force Main (Sewer)
G & W Diesel Service	17646	\$ 36,779.57	Repairs to Tower 81
Lehman Roberts	17663	\$321,934.22	Road Improvement Paving
Mastercard	17535	\$ 10,661.71	Safety Equipment and PEP Grant Purchases
Southwest TN Electric	17552	\$ 23,848.92	Electrical Services (April-May)
	17607	7,276.80	Electrical Services (April-May)
	17673	<u>3,946.72</u>	Electrical Services (April-May)
Total Southwest Elect		\$ 35,072.44	
Temple Display	17611	\$ 35,848.30	Christmas Decoration
TN Energy Acquisition Corp	17559	\$ 41,103.08	Natural Gas Purchase/Transport
Waste Pro	17570	\$ 19,195.05	Solid Waste
Total		\$586,880.52	

City of Munford
Balance Sheet Summary
For the Period Ended June 30, 2021 (Un-audited as of 07-23-2021)

ASSETS	Cash	Accounts Rec, net of bad debt allowance	Due From Other Funds	Inventories Other Assets	Capital Assets net of depreciation	Total Assets
General Fund	\$1,523,275	\$231,713	\$23,740	\$0	\$0	\$1,778,729
State Street Aid Fund	\$140,640	\$316,343	\$0	\$0	\$0	\$456,983
Drug Fund	\$26,634	\$0	\$0	\$0	\$0	\$26,634
Solid Waste Fund	\$77,876	\$43,400	\$0	\$0	\$0	\$121,276
Water-Sewer Fund	\$679,547	\$233,537	\$0	\$0	\$8,761,084	\$9,674,167
Gas Fund	\$7,779,010	\$143,734	\$0	\$109,880	\$5,354,387	\$13,387,012
	\$10,226,982	\$968,728	\$23,740	\$109,880	\$14,115,471	\$25,444,801

LIABILITIES	Accounts Payable	Customer Deposits	Due to Other Funds	Outstanding Debt	Total Liabilities
General Fund	\$41,868	\$1,200	\$0	\$0	\$43,068
State Street Aid Fund	\$0	\$0	\$0	\$0	\$0
Drug Fund	\$6,995	\$0	\$0	\$0	\$6,995
Solid Waste Fund	\$38,503	\$0	\$4,258	\$0	\$42,761
Water-Sewer Fund	\$109,508	\$113,854	\$8,614	\$2,468,204	\$2,700,180
Gas Fund	\$97,529	\$69,487	\$10,868	\$1,330,029	\$1,507,912
	\$294,403	\$184,541	\$23,740	\$0	\$4,300,917

FUND BALANCE OR EQUITY	Beginning Fund Balance	Revenues over Expenses: Surplus	Revenues over Expenses: Loss	Ending Fund Balance
General Fund	\$1,449,049	\$159,476		\$1,608,525
State Street Aid Fund	\$521,648		(\$64,665)	\$456,983
Drug Fund	\$16,277	\$3,362		\$19,639
Solid Waste Fund	\$63,110	\$15,405		\$78,515
Water-Sewer Fund	\$6,618,797	\$355,190		\$6,973,987
Gas Fund	\$11,598,984	\$280,116		\$11,879,100
	\$20,267,866	\$813,549	(\$64,665)	\$21,016,750

Fund Analysis	Total Assets	Total Liabilities	Beginning Fund Balance or Equity	Increase from FY 2021 Activity	Decrease from FY 2021 Activity	Ending Fund Balance or Equity
Government Funds	2,262,346	50,063	1,986,975	162,838	(64,665)	2,085,148
Enterprise Funds	23,182,456	4,250,854	18,280,892	650,711	0	18,931,603
	25,444,801	4,300,917	20,267,866	813,549	(64,665)	21,016,750

Upcoming Meeting Dates and Events

August

2021

Aug 5 (Thursday)

4:00	General Welfare
4:30	Public Works

Aug 10 (Tuesday)

6:30	Planning Commission
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Aug 19 (Thursday)

2:30	Birthday Coffee
4:00	Parks and Recreation Committee
4:30	Public Safety Committee

Aug 23 (Monday)

7:00	Board Meeting
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City of Munford, Tennessee

1397 Munford Avenue

Munford, TN 38058

City Hall (901) 837-0171

www.munford.com

Dwayne Cole, Mayor

Munford Municipal-Regional Planning Commission

July 13, 2021

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, July 13, 2021 at 6:30 P.M. With the following:

PRESENT: Chairman Roy Meadors, Vice-Chairman Rick Wilson, , John Moren, Mayor Dwayne Cole, David Keeton and Vernon Pairmore.

ABSENT: Secretary Sue Arthur

ALSO, PRESENT: Wayne Bouler, James Harkness, Rusty Norvell, Janice Bomar, Mike Dedman, Sonny Pittman, Planner Will Radford, Code Enforcement /Building Inspector Glenn Stringfellow and Recording Secretary Barbara Younger.

The meeting was called to order at 6:30 PM by Chairman Roy Meadors. There was a quorum present.

I. APPROVAL OF MINUTES – from May 11, 2021

There was a motion by Vernon Pairmore, seconded by Rick Wilson to approve the minutes from May 11, 2021 as presented, all present voting aye. Motion carried.

II. OLD BUSINESS - None

III. NEW BUSINESS

A. Walker Meadows Subdivision – Phase II – Final Plat

Background

A final subdivision plat has been submitted on behalf of Charles Walker Residuary Trust to create 86 lots along Doctor Drive and McLaughlin Drive. The property can be further identified as Parcel 2.00, on Tipton County Tax Map 111. The property is zoned R-2 (Medium Density Residential) District. The property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C0310F, effective on 12/19/2006.

Analysis

The preliminary and construction plats for his development were approved in July 2019.

The lots meet the requirements of the R-2 District. (8,000 sq.ft.)

Construction plat staff report stated that a development contract was requested by the City prior to final plat approval.

The plat is showing necessary certificates for approval.

The note on “Sheet 1” states “Sheet 1 of 1” and should be revised to “Sheet 1 of 2”.

Recommendation

Staff recommends approval of the plat provided the above-mentioned issues are addressed.

There was a motion by David Keeton, seconded by John Moren to approve the Walker Meadows Subdivision – Phase II – Final Plat as presented. Motion carried, all present voting aye.

B. Cole – Maple Hill Minor Subdivision

Background

A minor subdivision plat has been submitted on behalf of Robert C. Ellis to create 2 lots. The property is located on Maple Hill Drive. The property can be further identified as Parcels 5.00 and 6.00 on Tipton County Tax Map #111 H, Group A. The area is zoned R-1 (Low Density Residential) District. The property does not appear to be located in a federally identified flood hazard area.

Analysis

The purpose of the plat is to re-subdivide two lots totaling approximately 1.78 acres of property.

Parcel 5.00 in its current state does not meet the lot width requirement of the R-1 district (100 feet) but this is improved by adding the buildable area from Parcel 6.00 to the rear of the lot. The proposed lots meet the requirements of the R-1 district.

The plat is showing the necessary certificated for approval.

The plat is showing the right of way dedication to obtain the minimum 25 feet from the centerline of Maple Hill Drive.

Recommendation

Staff recommends approval of the plat.

Mayor Dwayne Cole recused himself from the conversation and vote. There was a motion by John Moren, seconded by Rick Wilson to approve the Cole – Maple Hill Minor Subdivision as presented. Motion carried, all present voting aye.

C. James Harkness Rezoning Request

Background

A rezoning request has been submitted on behalf of James Harkness to rezone property at 410 Munford Avenue from R-3 (High Density Residential) District to B-2 (General Business) District. The property

can be further identified as Parcel 10.00 on Tipton County Tax Map 111. The property doesn't appear to be located in a federally identified flood hazard area.

Analysis

The property has adjacent B-2 property to the west.

Munford Avenue is an arterial street which is conducive to commercial development.

The future land use map has this property designated as "High Density Residential."

This parcel has no current adjacent R-3.

The Planning Commission should consider the development trends of the area and determine what the most appropriate use for the future of the property would be.

The property has an existing residential structure which would become a non-conforming use if the request is approved.

Recommendation

Staff recommends approval of the rezoning request due to its location on an arterial street and the adjacent B-2 District.

There was a motion by Vernon Paimore, seconded by John Moren to send a Positive recommendation to the Board of Mayor and Aldermen for the James Harkness rezoning request. Motion carried, all present voting aye.

D. Wendy's Minor Subdivision Plat

Background

A minor subdivision plat has been submitted for Parker Properties South. The property is located near the intersection of Munford Avenue and Highway 51 in Munford, TN. The property can be further identified as Parcel 12.06 on Tipton County Tax Map 111. The property is zoned P-B (Planned Business) District in the Munford Municipal Zoning District. The property does not appear to be located in a federally identified flood hazard area according to FIRM # 47167C0310F, effective on 12/19/2006.

Analysis

The purpose of the subdivision plat is to create a new 1.10-acre tract from a 32.37 acre parent tract.

Staff is unable to verify the existing right of way width at the time of this report. The plat does not appear to be dedicating any additional right of way. The right of way widths to the best of the site's ability should match adjacent previous subdivision to the southwest. (Margaritas Restaurant).

The right of way standards in the Munford Municipal Subdivision Regulations for arterial streets are as follows:

8. **Right-of-way Widths**

The minimum width of right-of-way, measured from lot line to lot line, shall be as shown on the Major Street Plan, or if not shown on such plan, shall be not less than listed below. In cases where topography or other physical conditions make a street of the minimum required width impracticable, the Planning Commission may modify the above requirements by not more than ten (10%) percent of the specified widths. In no case shall the street widths be modified solely for the purpose of increasing the area of marketable land, nor to accommodate a land use which might otherwise be inappropriate:

- a. Arterial.....80 to 140 feet.

The lot has more than 80 feet of right of way when taking the entirety of Highway 51 into account. Staff seeks coordination with the Tennessee Department of Transportation to ensure the right of way is sufficient.

The Planning Commission has the authority to require sidewalks when deemed necessary to public safety according to the Munford Municipal Subdivision Regulations.

G. CURBS, GUTTERS, SIDEWALKS AND HANDICAP RAMPS

The developer shall install, at their expense, sidewalks, curbs and gutters, curb cuts and driveway aprons and handicap ramps within the subdivision and within the right of way of all existing streets bordering the subdivision, under conditions specified herein.

Sidewalks shall be required to be installed by the developer on either or both sides of the street within the right of way of all new streets and may be required along any street if so desired by the Planning Commission when the Planning Commission deems it necessary for Public Safety.

This section of the regulations shall apply to all residential, commercial, and industrial developments within the City of Munford.

Recommendation

Staff recommends approval of the plat upon right of way verification.

There was a motion by Mayor Dwayne Cole, seconded by Rick Wilson to approve the Wendy's Minor Subdivision Plat contingent upon the addition of the utility easement at the rear property line being added to the plat. Motion carried, all present voting aye.

E. Wendy's Site Plan

Background

A site plan has been submitted for Parker Properties South for a proposed Wendy's restaurant. The property is located near the intersection of Munford Avenue and Highway 51 in Munford, TN. The property can be further identified as Parcel 12.06 on Tipton County Tax Map 111. The property is zoned P-B (Planned Business) District in the Munford Municipal Zoning District. The property does not appear to be located in a federally identified flood hazard area according to FIRM # 47167C0310F, effective on 12/19/2006.

Analysis

Staff has been advised that the access points as shown have been approved by the Tennessee Department of Transportation.

The site plan has a required number of parking spaces and handicap parking spaces for restaurants. (1 space per 250 sq.ft. of total floor area).

Staff has been advised that the City Engineer has reviewed and approved the plans in regard to drainage and grading.

The building appears to meet all of the setbacks and lot requirements of the P-B zoning districts.

The site plan appears to have the required 10% minimum landscaped area.

The site is utilizing a connection to the adjacent development (Margaritas) and future development to the northeast. The connectivity should help lessen the impact on U.S. Highway 51 traffic.

Recommendation

Staff recommends approval of the site plan.

There was a motion by Vernon Pairmore, seconded by John Moren to approve the Wendy's Site Plan as presented. Motion carried, all present voting aye.

IV. OTHER BUSINESS

There will be training and Board of Zoning Appeal elections at the August 10, 2021 Planning Commission meeting

V. REPORTS

Mayoral Comments and Issues

- Fire Chief Alan Barkelew had a serious accident on July 5. Chief Barkelew was airlifted to the Med with multiple fractures and injuries. Please remember him and his family in your thoughts and prayers.
- The Annexation for the McCormick Road/Campground Road area passed the Board of Mayor and Aldermen.
- The Negative recommendation that was sent to the Board of Mayor and Aldermen for the TBL LLC Rezoning Request was denied by the Board of Mayor and Aldermen.
- The City purchased 1256 Munford Avenue and demolition has begun. This will allow for the expansion of the water plant as well as create a turn around area (circular drive) for truck deliveries.
- The Planning Commission needs to look at updating the businesses that are allowed in B-1 (Neighborhood Business) District as well as updating the Future Land Use Map.

Building Inspector – Permitting and Enforcement Report

There was a motion by David Keeton, seconded by Rick Wilson to accept the Building Inspector-Permitting and Enforcement Reports (May and June) as presented. Motion carried, all present voting aye.

There being no further business, the meeting was adjourned at 7:33 PM.

Chairman Roy Meadors

Sue Arthur, Secretary

Barbara Younger,
Recording Secretary