



**CITY OF MUNFORD BOARD OF
MAYOR AND ALDERMEN**

AGENDA

City of Munford Board of Mayor and Aldermen – Re-scheduled Monthly Meeting –
Tuesday, December 27, 2022 6:00 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 – Nov 28, 2022
- E. Public Forum

II. OLD BUSINESS AND MONTHLY DEPARTMENTAL REPORTS

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

III. MAYOR'S REPORT

- A. Report
- B. Proclamation/Awards
- C. Appointments

D. Ordinance – Resolutions – Motions

- **RESOLUTION: 2022-12-01** A Resolution approving and supporting the submission of Violent Crime Intervention Fund grant application to the Tennessee Department of Justice.

E. Announcements

F. Acknowledgements

IV. NEW BUSINESS

V. FINANCIAL REPORT

- A. Checks over \$10,000
- B. Financial Report 11-30-2022

Adjourn –



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – November 28, 2022

**Regular Monthly Meeting – Monday November 28, 2022, 7:00 p.m.
Municipal Building, 70 College Street, Munford, Tennessee.**

Members present: Mayor Dwayne Cole, Alderman Jack Bomar, Steve Childress, Richard Cramer, Ray Deneka, and Lonnie Glass,

Absent: Alderman Deborah Reed

Department Heads in Attendance: Chief Randal Baskin, Chief Jeremy Reeves, Public Works Director Sherry Bennard, PR Director Griff Fisher, and Building/Code Inspector Glenn Stringfellow.

I. CALL TO ORDER

Mayor Cole called the November 28, 2022, regular meeting of the Board of Mayor and Aldermen of the City of Munford to order at 7:01 pm. Mayor Dwayne Cole gave the invocation.

II. OATH OF OFFICE

County Executive Jeff Huffman issued the Oath of Office to newly elected Aldermen Steve Childress and Richard Cramer, and also to re-elected Alderman Jack Bomar.

III. ESTABLISH A QUORUM

Mayor Cole noted the Board had a quorum with five aldermen and the mayor present.

IV. APPROVE MINUTES

Mayor Cole presented the minutes from the Regular Scheduled Meeting of October 24, 2022, for approval. *With no corrections, minutes approved as distributed.*

V. PUBLIC FORUM

No one present to speak.

VI. OLD BUSINESS:

- Public Works – 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 Jeremy Reeves presented the monthly report. See attached sheet.
- Parks & Recreation Director Griff Fisher presented the monthly report. See attached sheet.
- Building Inspector Glenn Stringfellow presented the monthly report. See attached sheet.
- Library – Reference report as written.
- Mayor’s Report and Comments – Mayor Cole presented his monthly report.
 - Mayor Cole appointed Alderman Steve Childress to the Planning Commission Board.
 - Mayor Cole re-appointed Roy Meadors and John Moren for a two-year term beginning December 2022 on the Planning Commission.
 - Mayor Cole re-appointed Janice Bomar for a two-year term beginning December 2022 on the Municipal Board of Zoning Appeals.
 - Mayor Cole presented **RESOLUTION: 2022-11-01** A Resolution to authorize execution of amendment to Gas Supply agreement with TEAC in connection with available discount in TEAC’s Gas Prepayment Project. *Motion was made by Alderman Bomar to approve **RESOLUTION: 2022-11-01**. Motion was seconded by Alderman Childress. Motion carried, all members present voting aye.*
 - Mayor Cole announced the Board of Mayor and Aldermen meeting in December would be re-scheduled to Tuesday, December 27, 2022 due to the regular meeting falling on the Christmas holiday.

VIII. NEW BUSINESS –

- As stated in our charter, the board shall elect an alderman to the office of Vice Mayor at the first regular meeting after each municipal election. Mayor Cole stated he would be accepting nominations for Vice-Mayor at this time. Alderman Bomar nominated Ray Deneka as the current most senior Alderman on the board. No other nominations were made. *Motion was made by Alderman Bomar to **elect Alderman Ray Deneka as Vice-Mayor**. Alderman Glass seconded the motion. Motion carried, all members present voting aye.*

IX. FINANCIAL REPORT –

- **Checks over \$10,000** – Mayor Cole presented the checks over \$10,000 for October. *A motion was made by Alderman Deneka to accept all checks over \$10,000 as presented. Alderman Childress seconded motion. Motion carried, all members present voting aye.*
- **Financial Report 10-31-2022** – Mayor Cole presented the Financial Report for the period ending October 31, 2022. *A motion to accept the report was made by Alderman Glass. Alderman Cramer seconded motion. Motion carried, all members present voting aye.*

With no further discussion, Vice-Mayor Deneka made a motion to adjourn at 7:35 pm.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	TOTAL
ACCOUNTS													
Current Customer Accts													
Water Customers Total	3458	3452	3458	3462	3456	3456	3478	3482	3490	3481	3478	3493	41,644
Sewer Customers Total	2217	2218	2219	2234	2229	2226	2244	2250	2258	2248	2247	2260	26,850
Gas Customers Total	7355	7369	7425	7437	7441	7433	7455	7445	7417	7411	7428	7474	89,090
<i>In Atoka City Limits</i>	2562	2564	2564	2566	2565	2566	2567	2569	2570	2568	2568	2570	30,799
<i>Out of Atoka City Limits</i>	293	293	294	294	293	293	294	294	295	294	295	294	3,526
Trash Customers	1728	1744	1749	1749	1770	1781	1788	1793	1812	1817	1817	1822	21,370
Customer Adjustments													
Connects	77	47	56	68	94	72	69	75	82	73	95	73	881
Finals	69	41	61	74	83	75	78	118	81	68	67	44	859
Meter Sets	8	0	10	35	6	9	13	7	13	13	16	10	140
PAYMENTS													
Payments on line													
Utility paid on line	2793	2793	2689	2916	2675	2419	2425	2508	2349	2471	2633	2453	31,124
ACH Payments	1462	1475	1501	1517	1534	1586	1608	1618	1632	1643	1655	1669	18,900
E-Bills	1539	1540	1555	1540	1583	1596	1619	1636	1636	1646	1680	1708	19,278
Payments Received Lobby/Mail													
CC Payments	396	444	369	514	943	496	710	629	372	405	472	602	6,352
Cash Payments	577	570	540	584	612	645	636	646	671	710	678	612	7,481
Check Payments	2,610	2,563	2,680	2,376	2,322	2,376	2,172	2,143	2,172	2,092	2,268	2,240	28,014
Money Order Payments	2	1	1	0	0	0	0	0	0	0	0	0	4
Delinquent Accounts													
Delinquent Penalty	186	236	224	253	165	339	125	185	146	105	108	88	2,160
Cut Offs	1	220	178	125	106	234	125	151	70	105	108	88	1,511
Phone Calls	558	690	597	728	730	868	439	592	408	549	558	504	7,221
SERVICE													
Water / Sewer													
Water Service Orders	2	4	3	10	4	16	8	6	29	16	8	24	130
Sewer Service Orders	5	7	9	9	5	3	6	6	14	5	7	6	82
Amount Billed Water	\$92,494	\$94,165	\$89,338	\$85,479	\$89,615	\$93,538	\$106,852	\$126,239	\$108,530	\$120,353	\$154,170	\$102,104	\$1,262,878
Amount Billed Sewer	\$121,833	\$121,386	\$116,420	\$117,051	\$120,031	\$122,211	\$132,575	\$147,048	\$135,294	\$146,338	\$119,980	\$97,349	\$1,497,516
Damaged/Stuck Meters	1	1	5	18	0	4	65	2	27	2	1	26	152
Solid Waste													
Cans Delivered	10	15	9	25	22	13	8	18	23	12	8	2	165
Missed pickup	18	22	8	13	9	20	24	15	15	16	33	2	195
Damaged Cans	0	1	0	1	0	1	1	1	2	0	0	0	7
Other complaints	4	2	0	8	6	0	1	2	2	3	2	1	31
New Customers	29	23	20	26	33	25	25	22	29	17	10	4	263
Discontinued Service	5	4	3	8	3	11	7	8	4	3	7	1	64
Amount Billed	\$34,053	\$35,586	\$35,925	\$36,275	\$36,573	\$36,584	\$36,831	\$36,782	\$37,077	\$37,236	\$37,356	\$37,506	\$437,784
Gas													
Odor Complaints	9	7	5	13	0	11	4	7	7	7	11	16	97
Damaged / Stuck Meters	16	54	41	39	4	38	49	52	28	62	1	28	412
Amount Billed	\$628,653	\$917,094	\$929,219	\$579,916	\$359,529	\$67,826	\$192,474	\$121,752	\$158,782	\$174,860	\$190,228	\$510,063	\$4,830,395
Misc Service Orders													
Other complaints	12	8	9	5	2	2	4	5	5	3	2	3	60
Total Utility/Trash Billing	\$877,032	\$1,168,231	\$1,170,902	\$818,721	\$605,749	\$320,159	\$468,732	\$431,821	\$439,683	\$478,788	\$501,734	\$747,022	\$8,028,573

City of Munford
Public Works Monthly Report

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	2022 Totals	PY Totals
Calls	76	73	112	81	78	87	53	73	56	99	67		855	986
Water Calls/Leaks	19	9	10	7	28	14	16	20	20	10	9		162	128
Sewer Calls/Leaks	24	16	16	38	8	5	11	17	10	34	16		195	170
Gas Calls/Leaks	26	11	18	7	15	16	12	8	13	9	22		157	146
Street/Yard/Drainage Calls	3	6	11	3	8	5	5	11	1	4	4		61	93
Water Samples	10	10	10	10	10	10	10	10	10	10	10		110	13
Cut-Offs	135	110	124	110	287	120	153	72	185	108	88		1492	998
Locates	177	155	299	263	276	267	230	381	379	249	259		2935	5505
Unread Meters	24	25	25	47	145	106	112	212	127	111	130		1064	379
Meters Repairs	63	68	51	9	46	114	57	78	55	3	58		602	667
Sewer Taps	1	1	0	0	0	1	0	0	0	1	0		4	2
Water Sets	1	0	0	0	4	11	8	3	1	5	4		37	112
Gas Sets	10	23	21	2	5	10	18	7	5	7	4		112	81
Munford	8	19	14	2	5	6	11	1	1	5	2		74	52
Atoka	1	4	5	0	0	4	7	4	4	1	0		30	20
Brighton	1	0	2	0	0	0	0	2	0	1	2		8	9
Closed Work Orders	501	512	545	433	764	635	586	657	532	511	627		6303	5344
Water Pumped (millions)	32	25	27	27	31	34	38	38	29	27	25		333	331
Treated Pumped to River	39	39	42	44	38	29	30	33	29	29	31		383	420

**City of Munford
Police Department**

	2022												PY	
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Totals	Totals
CITATIONS ISSUED	163	224	216	169	194	232	261	233	190	216	307		2405	1826
COURTESY CITATIONS ISSUED	64	79	77	59	70	86	97	115	99	85	81		912	810
TRAFFIC STOPS	339	379	408	252	402	428	500	515	541	620	599		4983	3375
SPEEDING	84	117	114	104	123	160	127	139	101	97	159		1325	1041
SEAT BELT	0	0	0	0	0	0	1	0	0	2	0		3	25
ARREST	36	30	23	30	46	48	45	34	38	53	57		440	346
ADULT - MALE	14	19	11	19	27	32	30	18	24	31	32		257	230
ADULT - FEMALE	13	9	11	7	18	16	15	9	10	16	21		145	94
JUVENILE - MALE	6	2	0	3	0	0	0	6	2	5	2		26	13
JUVENILE - FEMALE	0	0	1	1	1	0	0	1	2	1	2		9	9
WARRANT ARREST	2	4	2	2	6	2	4	5	8	7	7		49	57
DRUG ARREST	10	11	6	1	10	8	17	7	9	9	10		98	85
ALCOHOL ARREST	4	1	1	3	1	1	3	3	2	2	4		25	28
INCIDENT REPORTS	97	82	67	90	70	80	78	70	82	97	89		902	807
OFFICER INITIATED INCIDENTS	1189	1102	1425	1179	1089	1073	1125	1288	1219	1322	1245		13256	13628
ACCIDENT REPORTS	11	22	6	11	8	18	8	19	11	14	14		142	166
MILES PATROLLED	12777	12702	15821	13014	12972	13547	14817	15713	13511	15516	14141		154531	152151
CALLS FOR SERVICE	706	817	844	771	948	945	983	1069	1082	1183	1173		10521	8580



Munford Fire Department Monthly Board Report - November 2022

Incidents	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Total 2022	Total 2021
Structure Fires - Munford	2	3	1	1	0	1	0	0	0	0	1		9	2
Structure Fires - County	1	0	4	1	1	0	1	0	1	1	4		14	17
Grass Fire - Munford	1	1	3	0	0	3	1	0	0	1	0		10	2
Grass Fires - County	2	1	2	0	1	1	1	0	1	0	1		10	6
Vehicle Fires - Munford	0	1	0	0	0	0	0	1	0	0	0		2	9
Vehicle Fires - County	0	0	0	0	0	0	0	1	0	1	1		3	1
Vehicle Accidents - Munford	5	8	4	3	3	7	2	6	2	10	6		56	48
Vehicle Accidents - County	0	1	0	0	1	5	0	0	2	0	1		10	18
EMS Calls - Munford	58	52	43	38	48	66	60	56	62	62	61		606	664
EMS Calls - County	1	1	4	2	5	5	2	3	1	3	5		32	46
Other Incidents - Munford	34	31	14	23	24	30	12	24	32	19	17		260	261
Other Incidents - County	5	3	8	3	6	13	5	5	2	5	4		59	65
Mutual Aid Calls	9	6	18	6	14	24	9	9	7	10	16		128	130
Burn Permits	2	3	11	5	8	0	0	0	0	0	0		29	51
Total Calls - Munford	110	96	65	65	75	107	74	89	96	92	85		954	979
Total Calls - County	9	6	18	6	14	24	9	9	7	10	16		128	153
Total Calls - Department	119	102	83	71	89	131	83	98	103	102	101	0	1082	1132

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	13	0	0
Part Time Positions	1	1	0	0
Reserves	30	5	25	0
Total Department Staffing	44	19	25	0

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

Nov-21 21-Dec 22-Jan 22-Feb 22-Mar 22-Apr 22-May 22-Jun 22-Jul 22-Aug 22-Sep 22-Oct

Payment Plan

Current	5 / 315	2 / 140	21 / 2010.00	38 / 3750	12 / 680	7 / 747	4 / 535	8 / 850	30/2547	2 / 340	47 / 4116.50	26 / 2312.50	10 / 697
Past Due													

RENTALS

Friday Night Skate	162	158	187	217	229	354	198	215	135	230	289	167	209
Skate Parties	27	17	28	27	28 / 28	28 / 29	24 / 31	16 / 28	\$ 23.00	23 / 28	23 / 28	29 / 31	26 / 28
Band Room	5	3	6	4	3	6	8	2	6	4	2	6	5
Community Room	2	2	0	4	3	2	1	3	2	1	2	3	2
Valentine Park Gazebo							6	3		1		4	0

SENIOR SERVICES

Congregate Meals	330		217	293	566	526	540	540	499	477	458	450	456
Home Delivery			123	143	231	129	140	140	130	163	111		137

Vehicle Miles

P&R-08 Chevy Ext. Cab	103,204	103,392	103,545	103,545	103,545	103,727	104,151	104,374	104,647	105109	105562	105709	106202
P&R-15 Chevy 4Door	44,578	45,238	45,875	46,484	47,279	48,854	49,690	49,839	50,403	51008	52095	52365	52961
CP-05 Chevy Single Cab	142,275	142,475	142,647	142,891	143,086	143,609	144,105	144,215	144,481	144688	145034	145581	145597
P&R-08 Chevy Ext. Cab	110,406	110,489	111,255	111,855	112,218	112,301	113,260	113,399	113,655	113958	114082	114116	114846
P&R-01' Expedition	172,946	173,142	173,243	173,348	173,388	173,422	173,524	174,573			175574	175577	176112

Equipment Hours

Jacobsen Truckster	456	457	460	464	468	478	490	496	514.3	523	537	547	549
ToroInfield Drag	1,654	1658	1658	1660	1675	1722	1748	1749	1753.3	1773	1792	1797	1797
2014-61" Snapper	1,017	1017	1017	1017	1017	1017	1022	1022	1022	1022	1022	1022	1022
2015-72" Snapper	784	784	784	784	784	784	788	788	702.7	743.3	752	752	755
2015-61" Snapper-CP	856	856	859	868	868	868	913	917	931.5	946	960	960	960
2022-72" Xmark	1,558	1558	1558	1558	1558	1558	72	83	108.9	170.3	193	193	194
Bad Boy	1,065	1065	1065	1065	1065	1065	1068	1070	1070	1074	1075	1075	1075
Dixie Chopper	614	614	614	614	614	614	614	614	614	614	620	620	
JD4700 Tractor	3,851	3851	3851	3851	3851	3853	3853	3853	3853	3853	3853	3853	3853
2021 Snapper61"	156	156	156	172	187	217	240	274	295.5	308.2	310	310	313
Polaris SXS	679	679	680	680	687	704	726	766	812.9	850	865	865	904

Sports Registration

Basketball	367	367	367	367							350	416	476
Cheerleading	56	56	56	56							38	43	49
Flag Football				164	164								
Soccer				242	242				220	220			
Baseball				394	394				356	359			

*36 kids on the waiting list for basketball.

	PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE	
1	1574	11/10/22	263 GEORGE ELLIS	C	APEX	NEW S.F. DWELLING	3,358	\$236,000.00	\$428.00	
2	1575	11/10/22	1256 MUNFORD AVE.	C	ROSE CONST.	CITY SHOP	14,000	\$882,000.00	\$1,392.00	
3	1576	11/17/22	21 S. MEADOWS CV.	C	FAITH HILL	ACC. BLDG.	100	\$6,000.00	\$100.00	
4	1577	11/17/22	30 HEARST CV.	C	CDI	NEW S.F. DWELLING	2,657	\$186,000.00	\$464.00	
5	1578	11/17/22	113 FORSYTH	C	TONY GLENN	FENCE	N/A	N/A	\$25.00	
6	1579	11/28/22	501 COLLEGE	C	SHERMAN MCGILL	ACC. BLDG.	1,080	\$20,000.00	\$100.00	
7	1548	11/10/22	94 PRITCHETT CV.	C	ROBERT SMITH	FENCE	N/A	N/A	\$25.00	
8	1549	11/10/22	271 WOOD HOLLOW CV.	R	EDDIE GLOVER	ACC. BLDG.	720	\$14,000.00	\$100.00	
9										
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31										
32										
33										
								\$2,534.00	\$100.00	
								Total	\$1,344,000.00	\$2,634.00

C - CITY LIMITS
R - REGION

Complaints	25	Building Permits	9
Inspections	46	Sign permits	
Certificate Of Occupancy	2	Use & Occupancy Permits	2
PREFORMANCE BOND	WALKER MEADOWS NORTH		2022
	WALKER MEADOWS II		2020
	CENTRAL PARK		2020

[Signature]
Building Inspector



Munford-Tipton County Memorial Library
1476 Munford Avenue
Munford, TN 38058
(901) 837-2665
www.munford.com



November 2022 Library Report

Overview:

- The library has sold **\$42.25** in books with the ongoing book sale.
 - The library has collected **\$45.65** in library fines, overdue fees, and lost items.
 - The monthly collection for copies and faxing was **\$261.10**.
 - The Library had **190** people use our computers and **82** requiring computer help. In addition we had **294** use the Wi-Fi. The library had **536** reference questions asked and answered.
 - Library staff provided **18** one-on-one technology device sessions lasting more than 10 minutes.
 - The Library has gained **40** new users, with **2,146** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,992** patrons.
 - Through Interlibrary Loan **10** books were loaned out, and **42** were borrowed.
-
- ❖ Tennessee R.E.A.D.S. had **943** books checked out.
 - ❖ Lindsey was used as a Notary Public 2 times.
 - ❖ Library staff proctored 2 TWRA Boaters License tests.
 - ❖ The Library had 11 volunteers.
 - ❖ The adult book club met, there were **8** people in attendance.
 - ❖ Through in-person and passive programming we had 18 programs with 116 attendees.
 - LEGO Club met twice with 18 in attendance.
 - Story Time was held twice with 23 in attendance
 - Passive Programs included: Thanksgiving Display, Staff Recommendations, Book Spotlight, Local Author display, Native American History Month, Veterans Day, tutoring and Christmas Displays.
 - ❖ We continue to offer curbside services to patrons. 2 patrons were assisted curbside.
 - ❖ TDOT held a community input event at the Library. This was to inform the public and get feedback on the 'Project Blue Oval' road improvements coming to Tipton County.
 - ❖ The library served as a drop-off location for coats and hats for Cash Express.

Munford-Tipton County

Monthly Report

November 2021

PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance			
Print Materials	Locally Owned	7,685	12	11	7,686	Regionally Owned	10,419	102	12	10,509	Locally Owned	E-books	85
Audio Materials		398	0	0	398		1,627	0	0	1,627		Audio Downloadable	156
Video Materials		449	2	0	451		589	0	0	589		Video Downloadable	0
Other Materials		0	0	0	0		0	0	0	0		TOTAL	241
TOTAL		8,532	14	11	8,535		12,635	102	12	12,725		TOTAL PHYSICAL COLLECTION	21,260

Electronic Circulation-READS includes Advantage & other local e collections		Physical Circulation Book & Non-Book		CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)	
Adult **	897	Adult	567	Adult (includes number from libguides **4.4)	1,464
Children **	46	Children	636	Children (includes number from libguides **4.5)	682
Total	943	Total	1,203	Total for All Circulation	2,146

Unique Users 147

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	23	Library Visits	780		Adult	Young Adult	Children
Black	3	Reference Transactions	536	Inside the Library	6	0	12
American Indian-Alaska Native	0	Computer Users	190	Outside the Library	0	0	0
Hispanic or Latino of any race	1	Wireless Sessions	294	Total	6	0	12
Native Hawaiian/Pacific Islander	0	Website Visits	0	In-Person Programs Attendance			
Asian	0				Adult	Young Adult	Children
Other	0	Hotspots/MiFi	0	Inside the Library	50	0	66
Two or more races	1	Local Database Usage	0	Outside the Library	0	0	0
Total	28	Tech Training/help	0	Total	50	0	66

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,794
Children Borrowers <14 yrs old	1,198
Total Borrowers	4,992

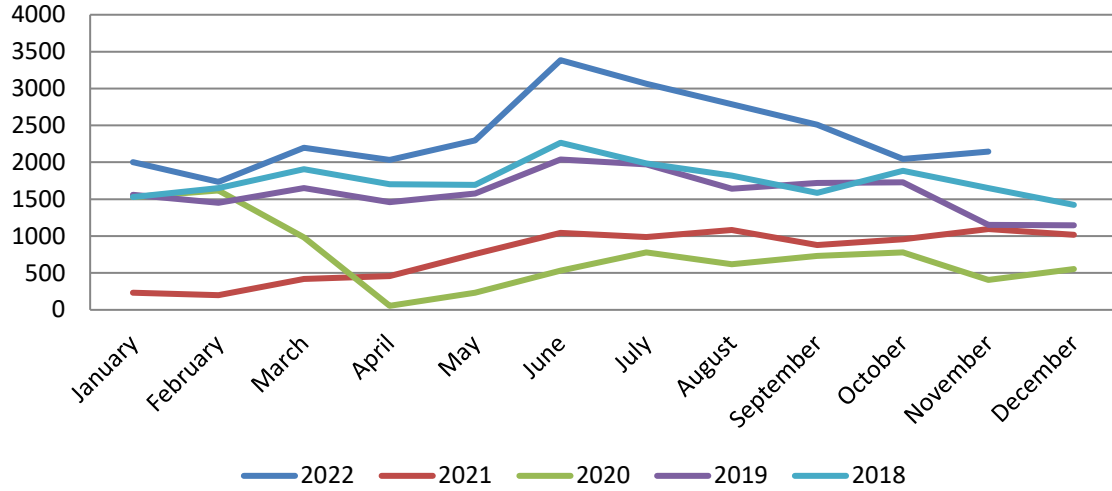
Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	1
Views of Recorded Programs	29

Resource Sharing	
ILL - Borrowed	42
ILL - Loaned	10

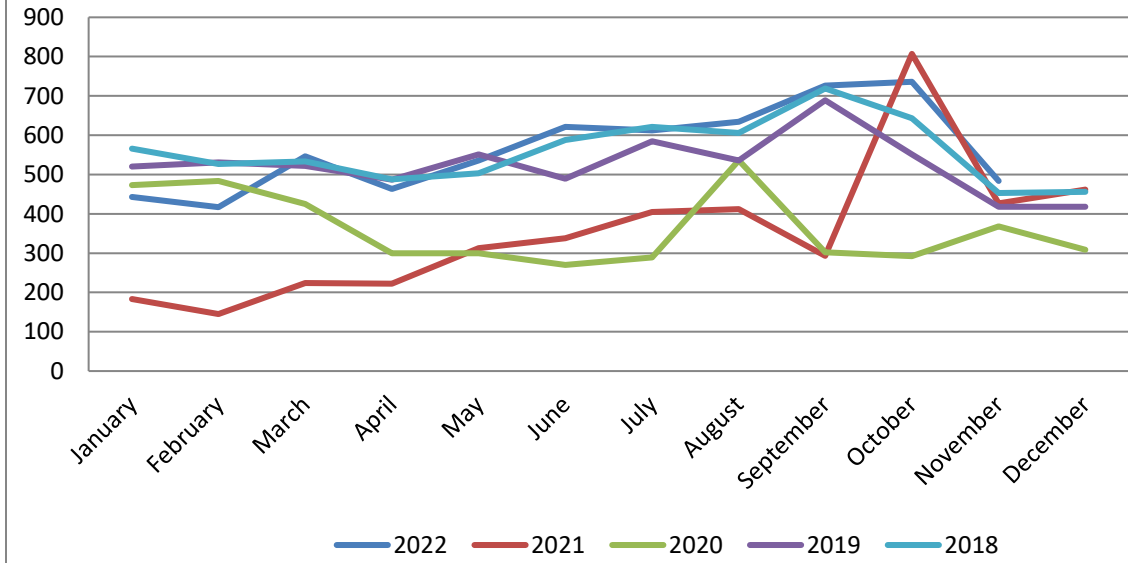
TOTAL PROGRAMS	19
TOTAL PROGRAM ATTENDANCE	145

Circulation Growth 2018-2022



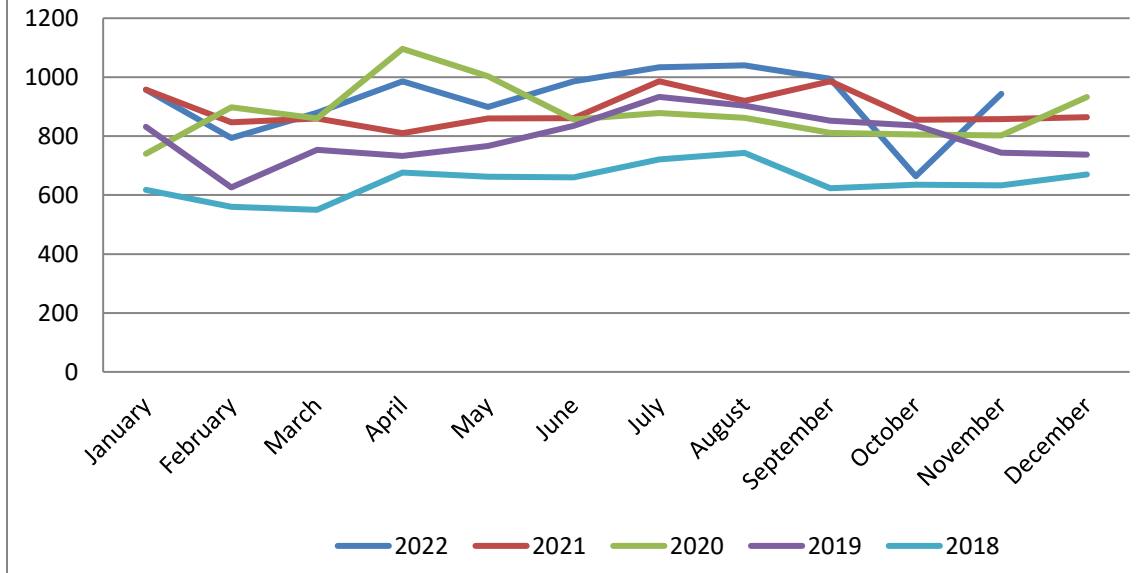
* As of 11/30/2022

Computer Usage 2018-2022



* As of 11/30/2022

Tennessee R.E.A.D.S Circulation



*** As of 11/30/2022**



City of Munford, Tennessee

1397 Munford Avenue
Munford, TN 38058
City Hall (901) 837-0171
www.munford.com
Dwayne Cole, Mayor

Mayor's Report
December 27, 2022

I am pleased to report that The City of Munford has received an upgrade in our bond rating by Moody's Investors Service. Our new rating is Aa3, up from A1. This rating reflects the city's credit quality and ability to repay debt and will be an advantage on interest rates for borrowing in the future. Quoting Moody's, "The upgrade of the issuer to Aa3 reflects the city's very strong finances and manageable leverage. The city consistently maintains healthy governmental reserves in excess of 30% of revenue. Moreover, unrestricted reserves in the city's business-type activities bolster reserve levels to a robust 84% of revenues in fiscal 2021."

This Moody's upgrade is a result of strong conservative leadership from the Board of Mayor and Aldermen as well as outstanding fiscal management by City Recorder Sherry Yelvington. Many thanks to you all.

We recently welcomed OrthoXpress Bone & Joint Center to the Munford business community. Tim Pickens, FNP-C, and his team offer walk-in bone and joint pain treatment including shoulder, hip, knee and ankle injuries, sports medicine, back pain injuries, sprains, strains, and other joint related issues. Located at 11645 Highway 51 S in Munford next to RedMed and near Walgreens, OrthoXpress is open for your bone and joint needs.

MFD Chief Jeremy Reeves reported recently that the emergency warning siren at Hope Park near Plum Tree Circle has been repaired, which means all of our sirens are again in working order. The current sirens are obsolete, and parts are becoming scarce. Intermediate-range plans call for the replacement of all sirens to newer, more reliable technology. Thank you, Chief Reeves.

On November 23, 2022, I received notification from TDOT that we are approved for a \$1.2M Multi Modal Access Grant for the purpose of improving the downtown intersection. The intersection of SR206(Munford Ave) and SR178(Tipton St) has been identified in the city's TDOT Community Transportation Plan as a need for pedestrian safety and connectivity. This project will provide pedestrian crossing signalization, high visibility crossings and reduced crossing distances, ADA compliant sidewalks and curb ramps, and ADA compliant sidewalk connectivity to adjacent existing pedestrian facilities. SR178 south of this intersection has an excessive amount of asphalt pavement that could be better utilized by narrowing the turn lane and providing pedestrian facilities. We are now working with engineering firm Kimley-Horn in hopes of beginning this project in 2023.

As you know, Arctic Circle temperatures paid a visit to our area about the time Santa came to town. This extreme weather stressed city services to the max. MFD fought fires and ran medical calls, MPD patrolled our streets and aided citizens, MPW spread 7,000 lbs. of salt on our streets, made service calls, and made sure our equipment ran as well as it could. To each of these men and women who kept the city going during this exceedingly difficult time, THANK YOU. Our people are the best.

I trust that each of you had a very Merry Christmas and time with family was enjoyable. Sheila and I pray that the coming year will be filled with health and happiness.

Warmest regards,

Dwayne Cole

RESOLUTION: 2022-12-01

A RESOLUTION APPROVING AND SUPPORTING THE SUBMISSION OF VIOLENT CRIME INTERVENTION FUND APPLICATION TO THE TENNESSEE DEPARTMENT OF JUSTICE.

WHEREAS, the Governor of Tennessee, Bill Lee, appropriated \$100 million in the State 2022-23 budget for the Violent Crime Intervention Fund (VCIF), which provides grant funds for local law enforcement agencies to implement evidence-based programs, technology, and strategies that will reduce violent crimes in our communities; and

WHEREAS, the VCIF will support 1.) the implementation of programming based on proven effective violent crime intervention models, 2.) hiring and training of specialized violent crime investigative units, 3.) purchase and application of technology and equipment, and 4.) law enforcement led partnerships with community organizations of their choice to directly disrupt or prevent violent crime; and

WHEREAS, the City of Munford has been allocated \$99,359 through the formula-based funding grant. The grant is 100% payable by the state and will be entirely a reimbursement grant if awarded: and

WHEREAS, the City of Munford, acting by and through its Board of Aldermen proposes to apply for the Violent Crime Intervention Fund Formula Based Grant for the purpose of performing eligible programming, purchases, or training to reduce and deter violent crimes that will benefit the majority of the residents of the City of Munford; and

WHEREAS, the City of Munford, as a recipient is required to designate and appoint a Project Director and Financial Director to perform certain duties in the administration of said grant

NOW, THEREFORE BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Munford, Tennessee, as follows

THAT, the Munford Police Department is hereby authorized to execute and apply with appropriate assurances to the Tennessee Department of Justice, requesting Violent Crime Intervention Funds for the purchase of vehicles and patrol rifles to assist in deterring and investigating violent crime.

THAT, City Recorder Sherry Yelvington be and is hereby designated and appointed as Financial Officer and to perform on behalf of the City of Munford Tennessee, those acts and assume such duties as are consistent with said position.

THAT, This Resolution takes effect immediately upon its passage and approval, the public welfare requiring it.

READ and ADOPTED this the _____ day of _____, 2022.

Mayor, Dwayne Cole

City Recorder, Sherry Yelvington



CHECKS OVER \$10,000

November 2022

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Barnes & Brower, Inc	20697	\$ 226,336.74	Sutherland Concrete #4
Chemical Feed System	20699	\$ 11,350.14	Chlorine Analyzer & Turbidimeter
Cigna Healthcare	20860	\$ 72,320.06	Insurance (71529.28) and HRA (790.78)
Dozertrax USA	20808	\$ 30,018.72	Draw 6 Sutherland Site and Drainage
Equipment Controls Company	20711	\$ 98,405.76	500 Gas Meters
Ford Construction Company	20712	\$261,513.37	Munford Ave Sidewalk & Turn lane
Homer Skelton Ford	20719	\$ 41,137.50	New Vehicle for Code Enforcement
Layne Granite Company	20728	\$ 16,100.00	Video and Maintenance Well #2
Portland Utilities Construction	20746	\$140,388.75	Emergency Repair (Tipton & College)
	20836	<u>229,837.94</u>	
	Total Portland	\$370,226.69	
Rose Construction	20752	\$ 46,090.68	Sutherland Property Draw 2
Southwest TN Electric	20757	\$ 28,014.19	Electrical Service (September-October)
	20843	<u>7,827.41</u>	Electrical Service (September-October)
	Total Southwest Elect	\$ 35,841.60	
TN Energy Acquisition Corp	20766	\$139,380.01	Natural Gas Purchase/Transport
Tymco	20769	\$ 180,025.00	Street Sweeper
Vermeer Midsouth, Inc.	20859	\$ 328,775.00	Boring Machine
Waste Pro	20863	\$ 22,548.29	Solid Waste
Wex Bank Valero	20865	\$ 15,970.20	Fuel
Williams Equipment & Supply	20774	\$ 43,643.90	Drum Mulcher, Forestry Kit
	Total	\$ 1,939,683.66	

City of Munford
Balance Sheet Summary
For the Period Ended Nov 30, 2022

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	\$1,814,433	\$1,459,073	\$58,011	\$0	\$0	\$3,331,517
State Street Aid Fund	\$533,047	\$0	\$0	\$0	\$0	\$533,047
Drug Fund	\$32,649	\$0	\$0	\$0	\$0	\$32,649
Solid Waste Fund	\$44,609	\$45,285	\$0	\$0	\$0	\$89,895
Water-Sewer Fund	\$924,409	\$236,642	\$0	\$0	\$9,574,724	\$10,735,776
Gas Fund	\$4,996,887	\$506,945	\$0	\$250,607	\$7,100,303	\$12,854,741
	\$8,346,034	\$2,247,945	\$58,011	\$250,607	\$16,675,026	\$27,577,623

LIABILITIES	Accounts Payable	Customer Deposits	Due to Other Funds	Outstanding Debt	Total Liabilities
General Fund	\$71,914	\$1,200	\$0	\$0	\$73,114
State Street Aid Fund	\$2,117	\$0	\$0	\$0	\$2,117
Drug Fund	\$6,897	\$0	\$0	\$0	\$6,897
Solid Waste Fund	\$22,634	\$0	\$10,547	\$0	\$33,181
Water-Sewer Fund	\$101,643	\$112,518	\$21,146	\$3,058,092	\$3,293,398
Gas Fund	\$620,046	\$67,297	\$26,318	\$1,218,251	\$1,931,911
	\$825,251	\$181,014	\$58,011	\$0	\$4,276,342

FUND BALANCE OR EQUITY	Beginning Fund Balance	Revenues over Expenses: Surplus	Revenues over Expenses: Loss	Ending Fund Balance
General Fund	\$2,130,225	\$1,128,177		\$3,258,402
State Street Aid Fund	\$511,905	\$19,026		\$530,931
Drug Fund	\$27,070		(\$1,318)	\$25,752
Solid Waste Fund	\$97,869		(\$41,155)	\$56,714
Water-Sewer Fund	\$7,284,565	\$157,813		\$7,442,378
Gas Fund	\$11,702,534		(\$779,704)	\$10,922,830
	\$21,754,167	\$1,305,016	(\$822,177)	\$22,237,006

Fund Analysis	Total Assets	Total Liabilities	Beginning Fund Balance or Equity	Increase from FY 2023 Activity	Decrease from FY 2023 Activity	Ending Fund Balance or Equity
Government Funds	3,897,213	82,128	2,669,200	1,147,203	(1,318)	3,815,085
Enterprise Funds	23,680,411	5,258,490	19,084,967	157,813	(820,859)	18,421,921
	27,577,623	5,340,618	21,754,167	1,305,016	(822,177)	22,237,006

General Fund Budget Update

General Fund
Budget Update
11-30-2022

Percentage of Budget Yr Complete 41.67%

	BUDGET	ACTUAL	% MET
REVENUES			
LOCAL TAXES	3,121,171.00	1,994,603.00	63.91%
LICENSES & PERMITS	44,700.00	16,404.00	36.70%
INTERGOVERNMENTAL	1,799,612.00	1,318,279.00	73.25%
CHARGES FOR SERVICE			
<i>POLICE SERVICES</i>	<i>3,000.00</i>	<i>1,007.00</i>	<i>33.57%</i>
<i>FIRE PROTECTION</i>	<i>2,700.00</i>	<i>7,134.00</i>	<i>264.22%</i>
<i>FEES & COMMISIONS</i>	<i>4,000.00</i>	<i>2,351.00</i>	<i>58.78%</i>
<i>P&R - PROGRAMS</i>	<i>120,500.00</i>	<i>67,257.00</i>	<i>55.81%</i>
<i>P&R - CONCESSIONS</i>	<i>12,000.00</i>	<i>3,684.00</i>	<i>30.70%</i>
<i>P&R - CENTENNIAL</i>	<i>126,250.00</i>	<i>76,125.00</i>	<i>60.30%</i>
<i>RENTAL FEES</i>	<i>169,000.00</i>	<i>74,494.00</i>	<i>44.08%</i>
<i>LIBRARY SERVICES</i>	<i>5,150.00</i>	<i>2,529.00</i>	<i>49.11%</i>
<i>COMMUNITY DEV</i>	<i>6,000.00</i>	<i>340.00</i>	<i>5.67%</i>
	<u>448,600.00</u>	<u>234,921.00</u>	<u>52.37%</u>
FINES & FORFEITURES	145,600.00	78,717.00	54.06%
OTHER REVENUES	6,400.00	12,234.00	191.16%
TOTAL REVENUES	5,566,083.00	3,655,158.00	65.67%
EXPENSES			
GENERAL GOVERNMENT			
<i>LEGISLATIVE</i>	<i>26,741.00</i>	<i>11,656.00</i>	<i>43.59%</i>
<i>JUDICIAL</i>	<i>17,959.00</i>	<i>7,267.00</i>	<i>40.46%</i>
	<u>44,700.00</u>	<u>18,923.00</u>	<u>42.33%</u>
FINANCE & ADMINISTRATION	73,627.00	35,281.00	47.92%
CODE ENFORCEMENT	81,173.00	60,448.00	74.47%
PUBLIC SAFETY			
<i>POLICE</i>	<i>1,699,396.00</i>	<i>777,493.00</i>	<i>45.75%</i>
<i>FIRE</i>	<i>1,328,159.00</i>	<i>584,917.00</i>	<i>44.04%</i>
	<u>3,027,555.00</u>	<u>1,362,410.00</u>	<u>45.00%</u>
STREETS			
STREETS	617,836.00	542,281.00	87.77%
PARKS & RECREATION			
<i>P & R ADMIN</i>	<i>432,072.00</i>	<i>192,870.00</i>	<i>44.64%</i>
<i>P & R PROGRAMS</i>	<i>64,400.00</i>	<i>25,812.00</i>	<i>40.08%</i>
<i>CENTENNIAL</i>	<i>321,008.00</i>	<i>147,996.00</i>	<i>46.10%</i>
<i>PARKS</i>	<i>353,550.00</i>	<i>18,180.00</i>	<i>5.14%</i>
<i>TIPTON PLAZA</i>	<i>35,700.00</i>	<i>15,385.00</i>	<i>43.10%</i>
	<u>1,206,730.00</u>	<u>400,243.00</u>	<u>33.17%</u>
LIBRARY	124,117.00	47,181.00	38.01%
COMMUNITY DEVELOPMENT	24,636.00	18,774.00	76.21%
DEBT SERVICE	241,303.00	41,441.00	17.17%
TOTAL EXPENSES	5,441,677.00	2,526,982.00	46.44%
RESERVE	0.00	0.00	
Net Surplus/(loss)	124,406.00	1,128,176.00	

Budget Update **11/2022**
State Street Aid

Percentage of Budget Yr Complete 41.67%

	BUDGET	ACTUAL	% MET
REVENUES			
STATE - FUND BALANCE	0	0	0.00%
STATE - GAS & MOTOR FUEL TAX	122,084	28,941	23.71%
STATE - \$0.03 GASOLINE TAX	34,590	8,262	23.89%
STATE - 1989 GASOLINE TAX INCREASE	20,347	4,474	21.99%
STATE - GAS 2017 TAX	49,851	14,621	29.33%
STATEST - INTEREST EARNINGS	1,750	1,277	72.97%
STATEST - OTHER FINANCING SOURCES	0	0	0.00%
TOTAL REVENUES	228,622	57,575	25.18%
EXPENSES			
STATE ST - ELECTRIC	25,000	10,192	40.77%
STATE ST - PROFESSIONAL SERVICES	0	0	0.00%
STATE ST - REP/MT STORM DRAINS	0	0	0.00%
STATE ST - REP/MT STREETS/ROADS	100,000	0	0.00%
STATE ST - MAJOR PROJECT - PAVING	0	0	0.00%
STATE ST - GRAVEL & SAND	0	0	0.00%
STATE ST - ASPHALT & FILTER	0	0	0.00%
STATE ST - CONCRETE	0	0	0.00%
STATE ST - DEBT TML#5	33,143	0	0.00%
STATE ST - INTEREST TML#5	16,714	8,358	50.01%
STATE ST - CAPITAL OUTLAY	0	20,000	0.00%
TOTAL EXPENSES	174,857	38,550	22.05%
Net Surplus/(loss)	53,765	19,025	

Budget Update **11/2022**
Drug Fund

Percentage of Budget Yr Complete 41.67%

	BUDGET	ACTUAL	% MET
REVENUES			
DRUG - FUND BALANCE			
DRUG - GENERAL SESSIONS	500	600	120.00%
DRUG - CIRCUIT COURT	200	164	82.00%
DRUG - OTHER MISC REV	0	0	0.00%
DRUG - FORFEITS (from seizure acct)	1,000	0	0.00%
OR - INTEREST EARNINGS	80	68	85.00%
TOTAL REVENUES	1,780	832	46.74%
EXPENSES			
DRUG - MEMBERSHIPS	0	140	0.00%
DRUG - MEDICAL/VET	800	52	6.50%
DRUG - PROF SERV TRAINING	0	355	0.00%
DRUG - REPAIR/MT VEHICLE	0	0	0.00%
DRUG - TRAVEL/LODGING	0	0	0.00%
DRUG - DOG SUPPLIES	500	25	5.00%
DRUG - OPERATING SUPPLIES	0	0	0.00%
DRUG - CAPITAL OUTLAY	0	1,577	0.00%
TOTAL EXPENSES	1,300	2,149	165.31%
Net Surplus/(loss)	480	(1,317)	

Budget Update **11/2022**
Solid Waste Fund

Percentage of Budget Yr Complete 41.67%

	BUDGET	ACTUAL	% MET
REVENUES			
TRASH COLLECTION - RESIDENTIAL	441,763	185,855	42.07%
TRASH COLLECTION - POPLAR GROVE	28,549	6,284	22.01%
TRASH COLLECTION- LATE PENALTIES	7,000	3,721	53.16%
TRASH COLLECTION - INTEREST REVENUE	300	214	71.33%
TOTAL SOLID WASTE REVENUES	477,612	196,074	41.05%
EXPENSES			
TRASH -VENDOR SERVICES	270,206	112,380	41.59%
TRASH - OTHER PROFESSIONAL SRVS	0	6	0.00%
TRASH - OTHER OPERATING SUPPLIES	0	0	0.00%
TRASH - CAPITAL OUTLAY MISC	0	47,425	0.00%
Allocations		0	0.00%
<i>Legislative</i>	15,730	6,857	43.59%
<i>Finance & Administration</i>	147,255	70,561	47.92%
	162,985	77,418	47.50%
TOTAL SOLID WASTE COLLECTION	433,191	237,229	54.76%
Surplus/(loss)	44,421	(41,155)	

Budget Update **11/2022**
Water - Sewer Fund

Percentage of Budget Yr Complete 41.67%

	BUDGET	ACTUAL	% MET
REVENUES			
Sales	2,349,789	1,176,328	50.06%
Rent Revenue	4,000	0	0.00%
Service Charges	502,450	143,689	28.60%
Other Revenues	4,200	2,470	58.81%
TOTAL WATER-SEWER REVENUES	2,860,439	1,322,487	46.23%
EXPENSES			
Water - Treatment	508,843	251,357	49.40%
Water - Distribution	68,150	51,866	76.11%
Sewer - Treatment	379,975	205,059	53.97%
Sewer - Collection	231,205	92,191	39.87%
Personnel	898,318	303,567	33.79%
Contract Services	84,850	26,926	31.73%
Supplies	155,800	33,690	21.62%
Fixed Charges	74,000	14,786	19.98%
Rebates/Debt Service	137,331	36,395	26.50%
	2,538,472	1,015,837	40.02%
Allocations			
<i>Legislative</i>	14,943	6,514	43.59%
<i>Finance & Administration</i>	220,882	105,842	47.92%
<i>Code Enforcement</i>	40,586	30,224	74.47%
<i>Community Development</i>	8,212	6,258	76.21%
	284,623	148,838	52.29%
TOTAL WATER-SEWER EXPENSES	2,823,095	1,164,675	41.26%
Net Surplus/(loss)	37,344	157,812	

Budget Update **11/2022**
Gas Fund

Percentage of Budget Yr Complete 41.67%

	BUDGET	ACTUAL	% MET
REVENUES			
Sales	4,625,000	1,142,495	24.70%
Service Charges	305,800	87,410	28.58%
Other Revenues	28,800	9,924	34.46%
TOTAL GAS REVENUES	4,959,600	1,239,829	25.00%
EXPENSES			
Personnel	897,356	331,358	36.93%
Contract Services	265,175	115,074	43.40%
Materials/Supplies	2,749,500	1,196,369	43.51%
Fixed Charges	548,500	170,791	31.14%
Rebates/Debt Service	34,788	14,081	40.48%
Economic Development Allocations	0	5,000	0.00%
<i>Legislative</i>	21,235	9,257	43.59%
<i>Finance & Administration</i>	294,510	141,122	47.92%
<i>Code Enforcement</i>	40,586	30,224	74.47%
<i>Community Development</i>	8,212	6,258	76.21%
	364,543	186,861	51.26%
TOTAL GAS EXPENSES	4,859,862	2,019,534	41.56%
Net Surplus/(loss)	99,738	(779,705)	

Upcoming Meeting Dates and Events

January 2023

Jan 2 (Monday)

****All Offices Closed in Observance of New Year's Day****

Jan 5 (Thursday)

4:00 General Welfare/Public Works Committees/Mayor's Cabinet

Jan 10 (Tuesday)

6:30 Planning Commission

Jan 16 (Monday)

****All Offices Closed in Observance of Martin Luther King Jr Day****

Jan 19 (Thursday)

4:00 Parks and Rec/Public Safety Committees/Mayor's Cabinet

Jan 23 (Monday)

7:00 BOMA Meeting



UNAPPROVED

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
December 13, 2022

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, December 13, 2022, at 6:30 p.m. with the following:

PRESENT: Chairman Roy Meadors, Vice-Chairman David Keeton, John Moren, Aldermen Steve Childress, and Vernon Pairmore.

ABSENT- Mayor Dwayne Cole and Terry Waits

ALSO, PRESENT- Building Inspector/Code Enforcement Officer Glenn Stringfellow and Recording Secretary Barbara Younger.

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

I. APPROVAL OF MINUTES – October 11, 2022

There was a motion by David Keeton, seconded by Vernon Pairmore to approve the minutes from October 11, 2022, as presented. Motion carried all present voting aye

II. OLD BUSINESS – None

III. NEW BUSINESS

A. Ortho Express Signage Plan

Background

A master signage plan has been submitted for Ortho Express. The property is located on U. S. Highway 51 near its intersection with Tabb Drive. The property can be further identified as Parcel 7.00 on Tipton County Tax Map 111G, Group B. The property is zoned PB (Planned Business) in the Munford Municipal Zoning District. The property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C01310F, effective on 12/19/2006.

Analysis

Attached Signs/Wall Signs are allowed 20% of the front wall. Staff has not reviewed plans for attached signage at this time.

Freestanding sign is less than the 81 sq.ft. restriction of the P-B District.

Recommendation

Staff recommends approval of the Master Signage Plan.

There was a motion by John Moren, seconded by Steve Childress to approve Ortho Express Signage Plan as presented. Motion carried, all present voting aye.

IV. REPORTS

Building Inspector – Permitting and Enforcement Report

There was a motion by David Keeton, seconded by Vernon Paimore to accept the Building Inspector-Permitting and Enforcement Report as presented. Motion carried, all present voting aye.

There being no further business, the meeting was adjourned at 6:37 pm.

Chairman Roy Meadors

Appointed Secretary

Barbara Younger,
Recording Secretary