



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

AGENDA

City of Munford Board of Mayor and Aldermen – Regular Monthly Meeting –
Monday, October 24, 2022 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 Re-scheduled Regular Monthly Meeting – Oct 3, 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: 2022-10-01** A Resolution awarding contract for Aberdeen Wastewater Pumping Station Replacement.
- **RESOLUTION: 2022-10-02** A Resolution approving TDEC-ARPA funds allocated to the City of Munford be used in collaborative TDEC application submitted by Tipton County.

E. Announcements

F. Acknowledgements

IV. NEW BUSINESS

V. FINANCIAL REPORT

- A. Checks over \$10,000
- B. Financial Report 09-30-2022

Adjourn –



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – Oct 3, 2022

**Re-Scheduled Monthly Meeting – Monday October 3, 2022, 7:00 p.m.
Municipal Building, 70 College Street, Munford, Tennessee.**

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

Absent:

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

I. CALL TO ORDER

Mayor Cole called the October 3, 2022, re-scheduled meeting of the Board of Mayor and Aldermen of the City of Munford to order at 7:00 pm. Mayor Dwayne Cole gave the invocation.

II. ESTABLISH A QUORUM

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

III. APPROVE MINUTES

Mayor Cole presented the minutes from the Special Called Meeting of August 30, 2022, for approval. *With no corrections, minutes approved as distributed.*

IV. PUBLIC FORUM

No one present to speak.

V. OLD BUSINESS:

- 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.

Oath of Office given to Police Officers Gary Bryant, Kenneth Garcia and Anthony Jordan.

- b. Fire: Chief Jeremy Reeves presented the monthly report. See attached sheet.

- Parks & Recreation – Director Griff Fisher presented the monthly report. See attached sheet.
- Code Enforcement – 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 requested a motion to relocate the Eagle Scout project originally approved for Valentine Park to Hope Park contingent on approval by Planning Commission. *Motion was made by Alderman Turner to approve. Motion was seconded by Alderman Bomar. Motion carried, all members present voting aye.*
 - Mayor Cole requested a motion to officially recognize the Munford Downtown Development Committee (MDDC). This committee was established for the purpose of promoting the aesthetic enhancement and beautification of the Central Business District (B-1) through various methods including the creation of the Downtown Improvement Grant Program. The grant program is designed to offer financial assistance to property owners and/or commercial tenants who seek to make exterior improvements to their buildings, landscaping, and parking areas and interior improvements for New Business Start-ups. Grants are funded by the Munford Industrial Development Board. *Motion was made by Alderman Deneka to approve. Motion was seconded by Alderman Glass. Motion carried, all members present voting aye.*
 - Mayor Cole requested a motion authorizing the establishment of the City of Munford Trash Service for a service start date of December 1, 2023. *Motion was made by Alderman Bomar to approve. Motion was seconded by Alderman Arthur. Motion carried, five members present voting aye. Alderman Glenn Turner abstained from the vote.*

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 August. *A motion was made by Alderman Glass to accept all checks over \$10,000 as presented. Alderman Reed seconded motion. Motion carried, all members present voting aye.*

With no further discussion, Mayor Cole made a motion to adjourn at 7:49 pm.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	TOTAL
ACCOUNTS													
Current Customer Accts													
Water Customers Total	3423	3457	3458	3452	3458	3462	3456	3456	3478	3482	3490	3481	41,553
Sewer Customers Total	2194	2226	2217	2218	2219	2234	2229	2226	2244	2250	2258	2248	26,763
Gas Customers Total	7311	7351	7355	7369	7425	7437	7441	7433	7455	7445	7417	7411	88,850
<i>In Atoka City Limits</i>	2559	2561	2562	2564	2564	2566	2565	2566	2567	2569	2570	2568	30,781
<i>Out of Atoka City Limits</i>	293	292	293	293	294	294	293	293	294	294	295	294	3,522
Trash Customers	1715	1724	1728	1744	1749	1749	1770	1781	1788	1793	1812	1817	21,170
Customer Adjustments													
Connects	87	98	77	47	56	68	94	72	69	75	82	73	898
Finals	88	82	69	41	61	74	83	75	78	118	81	68	918
Meter Sets	15	2	8	0	10	35	6	9	13	7	13	13	131
PAYMENTS													
Payments on line													
Utility paid on line	2703	2660	2793	2793	2689	2916	2675	2419	2425	2508	2349	2471	31,401
ACH Payments	1432	1432	1462	1475	1501	1517	1534	1586	1608	1618	1632	1643	18,440
E-Bills	1537	1540	1539	1540	1555	1540	1583	1596	1619	1636	1636	1646	18,967
Payments Received Lobby/Mail													
CC Payments	1201	525	396	444	369	514	943	496	710	629	372	405	7,004
Cash Payments	720	627	577	570	540	584	612	645	636	646	671	710	7,538
Check Payments	2,587	2,427	2,610	2,563	2,680	2,376	2,322	2,376	2,172	2,143	2,172	2,092	28,520
Money Order Payments	0	0	2	1	1	0	0	0	0	0	0	0	4
Delinquent Accounts													
Delinquent Penalty	142	135	186	236	224	253	165	339	125	185	146	105	2,241
Cut Offs	84	0	1	220	178	125	106	234	125	151	70	105	1,399
Phone Calls	441	324	558	690	597	728	730	868	439	592	408	549	6,924
SERVICE													
Water / Sewer													
Water Service Orders	5	3	2	4	3	10	4	16	8	6	29	16	106
Sewer Service Orders	10	14	5	7	9	9	5	3	6	6	14	5	93
Amount Billed Water	\$90,285	\$84,941	\$92,494	\$94,165	\$89,338	\$85,479	\$89,615	\$93,538	\$106,852	\$126,239	\$108,530	\$120,353	\$1,181,830
Amount Billed Sewer	\$83,166	\$80,169	\$121,833	\$121,386	\$116,420	\$117,051	\$120,031	\$122,211	\$132,575	\$147,048	\$135,294	\$146,338	\$1,443,522
Damaged/Stuck Meters	58	47	1	1	5	18	0	4	65	2	27	2	230
Solid Waste													
Cans Delivered	12	21	10	15	9	25	22	13	8	18	23	12	188
Missed pickup	17	24	18	22	8	13	9	20	24	15	15	16	201
Damaged Cans	0	0	0	1	0	1	0	1	1	1	2	0	7
Other complaints	3	8	4	2	0	8	6	0	1	2	2	3	39
New Customers	27	21	29	23	20	26	33	25	25	22	29	17	297
Discontinued Service	4	10	5	4	3	8	3	11	7	8	4	3	70
Amount Billed	\$33,740	\$34,014	\$34,053	\$35,586	\$35,925	\$36,275	\$36,573	\$36,584	\$36,831	\$36,782	\$37,077	\$37,236	\$430,676
Gas													
Odor Complaints	10	12	9	7	5	13	0	11	4	7	7	7	92
Damaged / Stuck Meters	42	24	16	54	41	39	4	38	49	52	28	62	449
Amount Billed	\$150,208	\$488,094	\$628,653	\$917,094	\$929,219	\$579,916	\$359,529	\$67,826	\$192,474	\$121,752	\$158,782	\$174,860	\$4,768,406
Misc Service Orders													
Other complaints	3	7	12	8	9	5	2	2	4	5	5	3	65
Total Utility/Trash Billing	\$357,399	\$687,218	\$877,032	\$1,168,231	\$1,170,902	\$818,721	\$605,749	\$320,159	\$468,732	\$431,821	\$439,683	\$478,788	\$7,824,434

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				689	986
Water Calls/Leaks	19	9	10	7	28	14	16	20	20				143	128
Sewer Calls/Leaks	24	16	16	38	8	5	11	17	10				145	170
Gas Calls/Leaks	26	11	18	7	15	16	12	8	13				126	146
Street/Yard/Drainage Calls	3	6	11	3	8	5	5	11	1				53	93
Water Samples	10	10	10	10	10	10	10	10	10				90	13
Cut-Offs	135	110	124	110	287	120	153	72	185				1296	998
Locates	177	155	299	263	276	267	230	381	379				2427	5505
Unread Meters	24	25	25	47	145	106	112	212	127				823	379
Meters Repairs	63	68	51	9	46	114	57	78	55				541	667
Sewer Taps	1	1	0	0	0	1	0	0	0				3	2
Water Sets	1	0	0	0	4	11	8	3	1				28	112
Gas Sets	10	23	21	2	5	10	18	7	5				101	81
Munford	8	19	14	2	5	6	11	1	1				67	52
Atoka	1	4	5	0	0	4	7	4	4				29	20
Brighton	1	0	2	0	0	0	0	2	0				5	9
Closed Work Orders	501	512	545	433	764	635	586	657	532				5165	5344
Water Pumped (millions)	32	25	27	27	31	34	38	38	29				281	331
Treated Pumped to River	39	39	42	44	38	29	30	33	29				323	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				1882	1826
COURTESY CITATIONS ISSUED	64	79	77	59	70	86	97	115	99				746	810
TRAFFIC STOPS	339	379	408	252	402	428	500	515	541				3764	3375
SPEEDING	84	117	114	104	123	160	127	139	101				1069	1041
SEAT BELT	0	0	0	0	0	0	1	0	0				1	25
ARREST	36	30	23	30	46	48	45	34	38				330	346
ADULT - MALE	14	19	11	19	27	32	30	18	24				194	230
ADULT - FEMALE	13	9	11	7	18	16	15	9	10				108	94
JUVENILE - MALE	6	2	0	3	0	0	0	6	2				19	13
JUVENILE - FEMALE	0	0	1	1	1	0	0	1	2				6	9
WARRANT ARREST	2	4	2	2	6	2	4	5	8				35	57
DRUG ARREST	10	11	6	1	10	8	17	7	9				79	85
ALCOHOL ARREST	4	1	1	3	1	1	3	3	2				19	28
INCIDENT REPORTS	97	82	67	90	70	80	78	70	82				716	807
OFFICER INITIATED INCIDENTS	1189	1102	1425	1179	1089	1073	1125	1288	1219				10689	13628
ACCIDENT REPORTS	11	22	6	11	8	18	8	19	11				114	166
MILES PATROLLED	12777	12702	15821	13014	12972	13547	14817	15713	13511				124874	152151
CALLS FOR SERVICE	706	817	844	771	948	945	983	1069	1082				8165	8580



Munford Fire Department Monthly Board Report - August 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				8	2
Structure Fires - County	1	0	4	1	1	0	1	0	1				9	17
Grass Fire - Munford	1	1	3	0	0	3	1	0	0				9	2
Grass Fires - County	2	1	2	0	1	1	1	0	1				9	6
Vehicle Fires - Munford	0	1	0	0	0	0	0	1	0				2	9
Vehicle Fires - County	0	0	0	0	0	0	0	1	0				1	1
Vehicle Accidents - Munford	5	8	4	3	3	7	2	6	2				40	48
Vehicle Accidents - County	0	1	0	0	1	5	0	0	2				9	18
EMS Calls - Munford	58	52	43	38	48	66	60	56	62				483	664
EMS Calls - County	1	1	4	2	5	5	2	3	1				24	46
Other Incidents - Munford	34	31	14	23	24	30	12	24	32				224	261
Other Incidents - County	5	3	8	3	6	13	5	5	2				50	65
Mutual Aid Calls	9	6	18	6	14	24	9	9	7				102	130
Burn Permits	2	3	11	5	8	0	0	0	0				29	51
Total Calls - Munford	110	96	65	65	75	107	74	89	96				777	979
Total Calls - County	9	6	18	6	14	24	9	9	7				102	153
Total Calls - Department	119	102	83	71	89	131	83	98	103	0	0	0	879	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		

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

Payment Plan

Current	14 / \$982	25 / 1938	5 / 315	2 / 140	21 / 2010.00	38 / 3750	12 / 680	7 / 747	4 / 535	8 / 850	30/2547	2 / 340	47/4116.50
Past Due													

RENTALS

Friday Night Skate	245	297	162	158	187	217	229	354	198	215	135	230	289
Skate Parties	19	24	27	17	28	27	28 / 28	28 / 29	24 / 31	16 / 28	23 / 28	23 / 28	23 / 28
Band Room	5	2	5	3	6	4	3	6	8	2	6	4	2
Community Room	1	3	2	2	0	4	3	2	1	3	2	1	2
Valentine Park Gazebo		6							6	3		1	0

SENIOR SERVICES

Congregate Meals	352		330		217	293	566	526	540	540	499	477	458
Home Delivery	130 weekly	130 Weekly			123	143	231	129	140	140	130	163	111

Vehicle Miles

P&R-08 Chevy Ext. Cab	102,510	102,915	103,204	103,392	103,545	103,545	103,545	103,727	104,151	104,374	104,647	105109	105562
P&R-15 Chevy 4Door	42,599	43,947	44,578	45,238	45,875	46,484	47,279	48,854	49,690	49,839	50,403	51008	52095
CP-05 Chevy Single Cab	141,635	142,025	142,275	142,475	142,647	142,891	143,086	143,609	144,105	144,215	144,481	144688	145034
P&R-08 Chevy Ext. Cab	109,423	109,954	110,406	110,489	111,255	111,855	112,218	112,301	113,260	113,399	113,655	113958	114082
P&R-01' Expedition	172,876	172,903	172,946	173,142	173,243	173,348	173,388	173,422	173,524	174,573			175574

Equipment Hours

Jacobsen Truckster	435	448	456	457	460	464	468	478	490	496	514.3	523	537
ToroInfield Drag	1,625	1,646	1,654	1658	1658	1660	1675	1722	1748	1749	1753.3	1773	1792
2014-61" Snapper	1,017	1,017	1,017	1017	1017	1017	1017	1017	1022	1022	1022	1022	1022
2015-72" Snapper	784	784	784	784	784	784	784	784	788	788	702.7	743.3	752
2015-61" Snapper-CP	846	856	856	856	859	868	868	868	913	917	931.5	946	960
2022-72" Xmark	1,558	1,558	1,558	1558	1558	1558	1558	1558	72	83	108.9	170.3	193
Bad Boy	1,065	1,065	1,065	1065	1065	1065	1065	1065	1068	1070	1070	1074	1075
Dixie Chopper	614	614	614	614	614	614	614	614	614	614	614	614	620
JD4700 Tractor	3,845	3,847	3,851	3851	3851	3851	3851	3853	3853	3853	3853	3853	3853
2021 Snapper61"	131	153	156	156	156	172	187	217	240	274	295.5	308.2	310
Polaris SXS	672	679	679	679	680	680	687	704	726	766	812.9	850	865

Sports Registration

Basketball	198	367	367	367	367	367							350
Cheerleading	52	56	56	56	56	56							38
Flag Football						164	164						
Soccer	232					242	242				220	220	
Baseball	348					394	394				356	359	

	PERMIT NO	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	SQUARE FOOTAGE	PROJECT VALUE	PERMIT FEE	
1	1555	09/07/22	377 ABBEY RD.	C	VGM	POOL	N/A	\$129,000.00	\$100.00	
2	1556	09/26/22	LOT 86 PRITCHETT CV.	C	D&D COUSTOM HOMES	NEW S.F. DWELLING	3,493	\$245,000.00	\$582.00	
3	1557	09/26/22	LOT 9 FORSYTH L.	C	D&D COUSTOM HOMES	NEW S.F. DWELLING	3,042	\$213,000.00	\$518.00	
4	1558	09/28/22	380 MCCORMICK RD.	C	SHAWN JONES	POOL	N/A	N/A	\$100.00	
5	1531	09/13/22	98 EASE DR.	C	CHARLES SHEPARD	ACC. BLDG.	100	\$2,000.00	\$100.00	
6	1532	09/15/22	61 QUINTON DR.	C	PAUL WAKEFIELD	ACC. BLDG.	256	\$10,000.00	\$100.00	
7	1533	09/16/22	93NOB HILL	C	JEREMY STAHL	ACC. BLDG.	240	N/A	\$100.00	
8	1534	09/19/22	310 HANNAH MARIE	R	STEPHEN MCCAN	NEW S.F. DWELLING	1,798	\$220,000.00	\$440.00	
9	1535	09/22/22	3422 GILTEDGE	R	BRANDON HOY	POOL/ACC. BLDG.	768	N/A	\$200.00	
10	1536	09/22/22	483 N. GRETNA GREEN	C	PHILLIP KOONTZ	POOL/ACC. BLDG.	768	N/A	\$200.00	
11	1537	09/23/22	30 S. MEADOWS CV.	C	RICHARD BENTLEY	ACC. BLDG.	144	\$2,500.00	\$100.00	
12	1538	09/26/22	161 BRENDA	C	STEPHANIE PATRICK	HVAC	1,400	\$3,700.00	\$75.00	
13										
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31										
32										
33										
								\$1,393.00	\$640.00	
								Total	\$825,200.00	\$2,033.00

C - CITY LIMITS
R - REGION

Complaints	25	Building Permits	12
Inspections	76	Sign permits	1
Certificate Of Occupancy	6	Use & Occupancy Permits	1
PREFORMANCE BOND	WAKLER MEADOWS N	2022	
	WALKER MEADOWS II	2020	
WALKER MEADOWS N. 202	CENTRAL PARK	2020	

[Signature]
Building Inspector



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



September 2022 Library Report

Overview:

- The library has sold **\$83.35** in books with the ongoing book sale.
 - The library has collected **\$101.25** in library fines, overdue fees, and lost items.
 - The monthly collection for copies and faxing was **\$287.45**.
 - The Library had **421** people use our computers and **119** requiring computer help. In addition we had **305** use the Wi-Fi. The library had **657** reference questions asked and answered.
 - Library staff provided **19** one-on-one technology device sessions lasting more than 10 minutes.
 - The Library has gained **41** new users, with **2,509** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **4,911** patrons.
 - Through Interlibrary Loan **20** books were loaned out, and **28** were borrowed.
-
- ❖ Tennessee R.E.A.D.S. had **994** books checked out.
 - ❖ Lindsey was used as a Notary Public 2 times.
 - ❖ Library staff proctored 2 TWRA Boaters License tests.
 - ❖ The Library had 1 volunteer.
 - ❖ The adult book club met, there were **10** people in attendance.
 - ❖ Through in-person and passive programming we had 18 programs with 121 attendees.
 - LEGO Club met twice with 8 in attendance.
 - Story Time was held twice with 14 in attendance
 - Passive Programs included: Color Your Own Bookmark, BookTok, Staff Recommendations, Book Spotlight, "There's a Patterson for That", Paracord Keychains and Bracelets, Queen Elizabeth II display, create your own book- take home craft and Hispanic History Month.
 - ❖ We continue to offer curbside services to patrons. 4 patrons were assisted curbside.
 - ❖ September is Library Card Sign-up Month, we had decorations and displays out advertising the event. Each child that got a card this month received a free book and a goodie bag. We added 41 new users in September.
 - ❖ We celebrated Banned Books Week by promoting banned and challenged books. We had displays and information pertaining to the event. We encouraged patrons to check out a banned book and had many conversations about the importance of not censoring books in public libraries. We checked out 37 banned books to our patrons!

Munford-Tipton County

Monthly Report

September 2022

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	19	8	7,696	Regionally Owned	10,419	61	3	10,477	Locally Owned	E-books	85
Audio Materials		398	8	0	406		1,627	0	0	1,627		Audio Downloadable	156
Video Materials		449	0	0	449		589	0	0	589		Video Downloadable	0
Other Materials		0	0	0	0		0	0	0	0		TOTAL	241
TOTAL		8,532	27	8	8,551		12,635	61	3	12,693		TOTAL PHYSICAL COLLECTION	21,244

Electronic Circulation-READS includes Advantage & other local e collections		Physical Circulation Book & Non-Book		CIRCULATION TOTALS - Auto Fill (all formats - Physical & Electronic)	
Adult **	942	Adult	792	Adult (includes number from libguides **4.4)	1,734
Children **	52	Children	723	Children (includes number from libguides **4.5)	775
Total	994	Total	1,515	Total for All Circulation	2,509

READS Unique Users 147

Title VI Survey Information		Library Services		In-Person Programs Offered			
White	26	Library Visits	7,450		Adult	Young Adult	Children
Black	0	Reference Transactions	657	Inside the Library	7	1	11
American Indian-Alaska Native	3	Computer Users	421	Outside the Library	0	0	0
Hispanic or Latino of any race	1	Wireless Sessions	305	Total	7	1	11
Native Hawaiian/Pacific Islander	0	Website Visits	0	In-Person Programs Attendance			
Asian	1				Adult	Young Adult	Children
Other	0	Hotspots/MiFi	0	Inside the Library	85	2	36
Two or more races	1	Local Database Usage	0	Outside the Library	0	0	0
Total	32	Tech Training/help	0	Total	85	2	36

Borrowers	Current Balance
Adult Borrowers >14 yrs old	3,738
Children Borrowers <14 yrs old	1,173
Total Borrowers	4,911

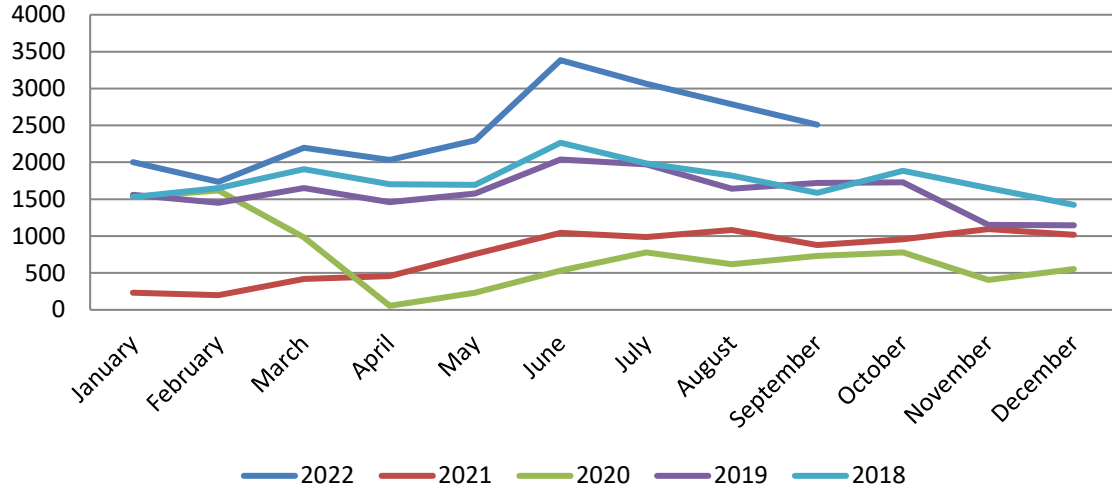
Live Virtual Programming	
Live Virtual Programs	0
Views of Live Virtual Programs	0
On-Demand Views	0

Recorded Programming	
Recorded Programs	0
Views of Recorded Programs	0

Resource Sharing	
ILL - Borrowed	28
ILL - Loaned	20

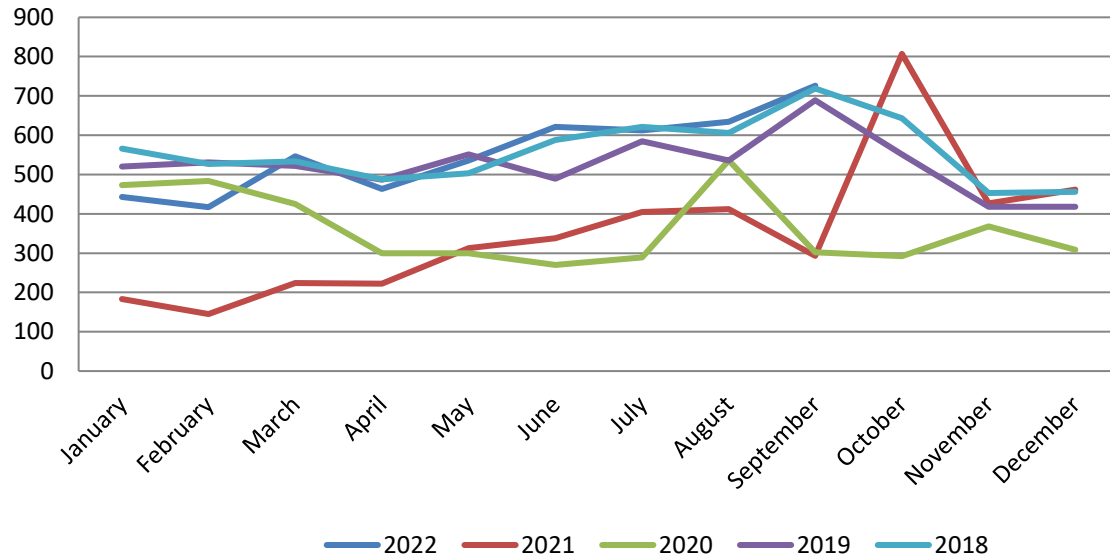
TOTAL PROGRAMS	19
TOTAL PROGRAM ATTENDANCE	123

Circulation Growth 2018-2022



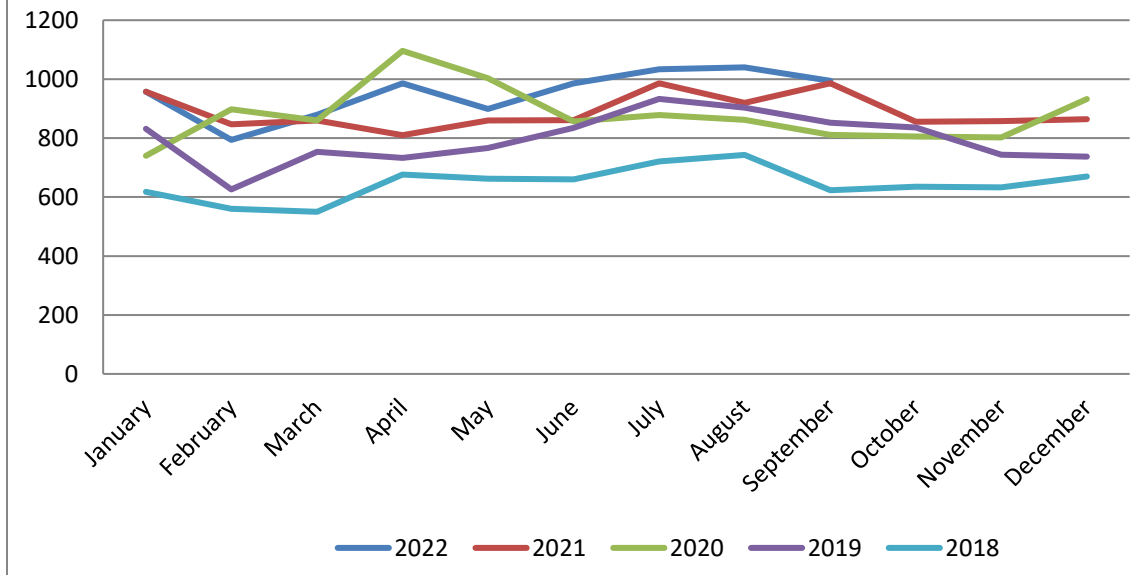
* As of 09/30/2022

Computer Usage 2018-2022



* As of 09/30/2022

Tennessee R.E.A.D.S Circulation



*** As of 09/30/2022**

RESOLUTION 2022-10-01

**RESOLUTION APPROVING AWARD OF CONTRACT FOR WASTEWATER PUMPING
STATION REPLACEMENT**

WHEREAS, Bids were received on October 4, 2022 for replacing the Aberdeen Pumping Station, and;

WHEREAS, the low bidder has been investigated by the Engineer, and the best interest of the City has been anticipated to be served by awarding the contract to the low bidder.

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

That the Mayor be authorized to execute a contract in the amount of \$241,405.72 for the Base Bid with the low bidder Dozertrax USA, Incorporated, 351 Wilkinsville Road, Drummonds, Tennessee 38023.

The Mayor declared the Resolution duly adopted and effective from and after this 24th day of October, 2022.

Done by order of the Board of Mayor and Aldermen of the City of Munford, Tennessee this 24th day of October, 2022.

Dwayne Cole
Mayor

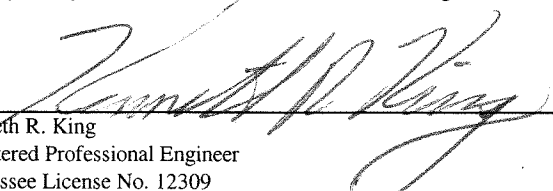
ATTEST

Sherry Yelvington
City Recorder

BID TABULATION
WASTEWATER PUMPING STATION REPLACEMENT
ABERDEEN STATION
ABERDEEN DRIVE
MUNFORD, TENNESSEE
OCTOBER 4, 2022

ITEM NO.	DESCRIPTION	UNIT	QTY	Dozertrax USA, Inc. 351 Wilkinsville Road Drummonds, TN 38023		Rose Construction, Inc. 126 Highway 51 South Covington, TN 38019		Landmark Construction 1987 Thomas Road Memphis, TN 38134	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
BASE BID									
1.	Demolition	LS	1	5,606.00	5,606.00	7,155.75	7,155.75	22,000.00	22,000.00
2.	Cleaning of Existing Wetwell	LS	1	6,056.17	6,056.17	3,678.16	3,678.16	7,000.00	7,000.00
3.	Backfill Under Concrete Slab with 33C and Woven Geotextile US200	TN	9	601.20	5,410.80	206.48	1,858.32	620.00	5,580.00
4.	Bypass Pumping:								
	a) Bypass Pump	LS	1	25,169.22	25,169.22	35,980.76	35,980.76	37,000.00	37,000.00
	b) Pump Discharge Connection at Existing Pipe Including Valve(s)	LS	1	9,909.75	9,909.75	20,357.70	20,357.70	18,000.00	18,000.00
5.	6-Inch Ductile Iron Pipe	LF	30	186.99	5,609.70	520.50	15,615.00	600.00	18,000.00
6.	Ductile Iron Fittings	LB	250	47.52	11,880.00	63.33	15,832.50	43.00	10,750.00
7.	Tracer Wire	LF	30	1.18	35.40	18.85	565.50	0.80	24.00
8.	Kill Existing Force Main (Cut & Cap Both Ends)	LS	1	5,606.33	5,606.33	4,298.46	4,298.46	3,800.00	3,800.00
9.	Electrical	LS	1	4,425.00	4,425.00	4,787.29	4,787.29	17,500.00	17,500.00
10.	Seeding, Mulching, and Watering	LS	1	1,416.00	1,416.00	2,444.55	2,444.55	1,800.00	1,800.00
11.	Wastewater Pumping Station and All Other Items for a Complete Project Except Those Stated Above	LS	1	160,281.35	160,281.35	140,369.57	140,369.57	150,000.00	150,000.00
TOTAL BASE BID					241,405.72		252,943.56		291,454.00
DEDUCTIVE ALTERNATE NO. ONE									
1.	Seeding, Mulching, and Watering	LS	1	1,416.00	1,416.00	1,823.00	1,823.00	1,500.00	1,500.00
BASE BID LESS DEDUCTIVE ALTERNATE NO. ONE					239,989.72		251,120.56		289,954.00

I hereby certify that the above is a true and correct listing of the bids actually received.


Kenneth R. King
Registered Professional Engineer
Tennessee License No. 12309

10-04-22
Date

RESOLUTION 2022-10-02

A RESOLUTION APPROVING TDEC-ARPA FUNDS ALLOCATED TO THE CITY OF MUNFORD BE USED IN COLLABORATIVE TDEC APPLICATION SUBMITTED BY TIPTON COUNTY

WHEREAS, funds have been authorized and appropriated by the federal American Rescue Plan Act (ARPA) to be used for eligible drinking water, wastewater, or stormwater projects. The Tennessee Department of Environment and Conservation (TDEC) has been designated to administer these funds; and

WHEREAS, ARP guidelines stipulate that “Project Owners are those entities that may execute projects. Project owners must operate a drinking water or wastewater system or a permitted stormwater system or execute a project on behalf of a drinking water or wastewater system or a permitted stormwater system;” and

WHEREAS, the City of Munford owns and operates a drinking water or wastewater system or a permitted stormwater system that provides services to residents of Munford in Tipton County; and

WHEREAS, Tipton County desires to submit a TDEC ARPA application that provides a regional benefit; and

WHEREAS, TDEC has appropriated \$1,122,239.07 in non-competitive ARPA Funds to the City of Munford to use for eligible water, sewer, and stormwater needs.

NOW, THEREFORE, BE IT RESOLVED, by the Munford Mayor and Board of Aldermen, THAT

Section 1. The City of Munford will collaborate with Tipton County using \$1,122,239.07 of the City’s allocation to Tipton County, as lead applicant, to be used for drinking water or wastewater system or a permitted stormwater system improvements as allowed by the TDEC ARPA grant guidelines.

Section 2. The City of Munford has pledged its share of the matching funds as required to complete a regional wastewater expansion project that benefits the City of Munford.

Section 3. By collaborating, the City of Munford, as owner of the utility, will coordinate with the County on contractual agreements with engineers, contractors, and any other parties necessary to carry out the program

Section 4. Tipton County will be responsible for application process; administration; reporting; and contractual agreements with administrators, and any other parties necessary to carry out the program.

Section 5. Dwayne Cole, Mayor, and his successor in title, is hereby authorized to execute and submit documents, forms, assurances, and agreements, as necessary to carry out the program.

Passed and Adopted by the Board of Mayor and Alderman of the City of Munford, Tennessee on the ____ day of _____, 2022.

Mayor

City Recorder

**PROJECT PROBABLE COST
TDEC-ARPA NON-COMPETITIVE GRANT**

Project	w/a	Cost	City	% Alloc	Attributable	Planning	Total
Lagoon Expansion Construction	77.16%	\$8,186,533.00	Atoka	88.68%	\$7,484,687	\$100,000	\$7,584,687
+ Administration Exp		\$253,574.00	Brighton	11.32%	\$955,420	\$237,000	\$1,192,420
<i>(split based on % over capacity see note pg 2)</i>		\$8,440,107.00			\$8,440,107	\$337,000	\$8,777,107
Pumping Station/Relay Station	19.32%	\$2,050,199.00	Atoka	11.70%	\$247,303		\$247,303
+ Administration Exp		\$63,504.00	Brighton	10.00%	\$211,370		\$211,370
<i>(split based on contractual capacity)</i>		\$2,113,703.00	Munford	78.30%	\$1,655,029		\$1,655,029
					\$2,113,703		\$2,113,703
Force Main Pressure Study	3.52%	\$372,935.00	Atoka	11.70%	\$44,985		\$44,985
+ Administration Exp		\$11,551.00	Brighton	10.00%	\$38,449		\$38,449
<i>(split based on contractual capacity)</i>		\$384,486.00	Munford	78.30%	\$301,053		\$301,053
		\$384,486.00			\$384,486		\$384,486
TOTAL COST		\$10,938,296.00			\$10,938,296		\$11,275,296

FUNDING				
		Grant Portion (see page 2)	\$7,068,679	\$7,068,679
		Matching Funds (see page 2)	\$706,868	\$706,868
		Unfunded Portion	\$3,162,749	\$3,499,749
			\$10,938,296	\$11,275,296

Distribution of Unfunded Portion to each project (using project cost weighted average)

Lagoon (77.16% of unfunded)	\$2,440,377	\$337,000	\$2,777,377
Pump/Relay Station (19.32% of unfunded)	\$611,043		\$611,043
Force Main Study (3.52% of unfunded)	\$111,329		\$111,329
	\$3,162,749	\$337,000	\$3,499,749

Unfunded Responsibility to each city

using total cost attributable to each city (see page 2)

Atoka	\$2,248,644	\$100,000	\$2,348,644
Brighton	\$348,488	\$237,000	\$585,488
Munford	\$565,617		\$565,617
	\$3,162,749	\$337,000	\$3,499,749

Matching Funds Breakout (from page 2)

10% of own allocation plus

10% of Tipton County allocation

Atoka	\$268,343		\$268,343
Brighton	\$184,963		\$184,963
Munford	\$253,561		\$253,561
	\$706,868		\$706,868

Total Cash Responsibility Each City

includes matching funds plus

unfunded responsibility (pg2)

Atoka	\$2,516,987		\$2,616,987
Brighton	\$533,451		\$770,451
Munford	\$819,179		\$819,179
	\$3,869,617		\$4,206,617

**Distribution of Unfunded Portion
& Matching Funds**

Distribution of Unfunded Portion	w/a	Cost	City	% Alloc	Attributable	Planning	Total
Lagoon Expansion Construction	77.16%	\$2,440,377	Atoka	88.68%	\$2,164,126	\$100,000	\$2,264,126
		\$0	Brighton	11.32%	\$276,251	\$237,000	\$513,251
		<u>\$2,440,377</u>			<u>\$2,440,377</u>	<u>\$337,000</u>	<u>\$2,777,377</u>
Pumping Station/Relay Station	19.32%	\$611,043	Atoka	11.70%	\$71,492		\$71,492
		\$0	Brighton	10.00%	\$61,104		\$61,104
			Munford	78.30%	\$478,447		\$478,447
		<u>\$611,043</u>			<u>\$611,043</u>		<u>\$611,043</u>
Force Main Pressure Study	3.52%	\$111,329	Atoka	11.70%	\$13,025		\$13,025
		\$0	Brighton	10.00%	\$11,133		\$11,133
			Munford	78.30%	\$87,170		\$87,170
		<u>\$111,329</u>			<u>\$111,329</u>		<u>\$111,329</u>
TOTAL COST		<u>\$3,162,749</u>			<u>\$337,000</u>	<u>\$3,499,749</u>	

UNFUNDED PORTION ATTRIBUTABLE TO EACH CITY

(added attributable amounts from above for each city)

Atoka	\$2,248,644	\$100,000	\$2,348,644
Brighton	\$348,488	\$237,000	\$585,488
Munford	\$565,617		\$565,617
	<u>\$3,162,749</u>	<u>\$337,000</u>	<u>\$3,499,749</u>

Match Funds Break-out

Municipal Matches	Allocation	Matching 10%	TOTAL MATCHING FUNDS DUE
<i>10% of each city's original TDEC allocation</i>	Atoka \$1,187,662	\$118,766	
	Brighton \$818,630	\$81,863	
	Munford \$1,122,239	\$112,224	
	<u>\$3,128,531</u>	<u>\$312,853</u>	
Tipton County Match Portion	Atoka \$1,495,771	\$149,577	\$268,343
<i>10% of each city's county allocation</i>	Brighton \$1,031,002	\$103,100	\$184,963
(see Tipton County Allocation Spreadsheet)	Munford \$1,413,375	\$141,338	\$253,561
	<u>\$3,940,148</u>	<u>\$394,015</u>	<u>\$706,868</u>

Funding

Totals	Grant Funds	Matching Funds	Unfunded	Total Funds
	\$7,068,679	\$706,868	\$3,499,749	<u>\$11,275,296</u>

NOTES:

Lagoon Split	Conversion
4.85% over res capacity Brighton	11.32%
38% over res capacity Atoka	88.68%
based on estimated current use	<u>100.00%</u>



CHECKS OVER \$10,000

September 2022

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Barnes & Brower, Inc	20321	\$ 44,983.20	Sutherland Concrete #2
Cigna Healthcare	20388	\$ 79,234.85	Insurance (75,647.04) and HRA (3,587.81)
Delta Marketing Service	20331	\$ 13,439.72	Fall Sports Uniforms
Dozertrax USA	20332	\$ 19,116.86	Draw 4 Sutherland Site and Drainage
Frank Climer & Sons	20335	\$215,247.00	Paving Adam, W Main, Frances areas
Southwest TN Electric	20372	\$ 35,878.17	Electrical Service (July-August)
	20114	<u>11,161.03</u>	Electrical Service (July-August)
	Total Southwest Elect	\$ 47,039.20	
Strickland Construction	20464	\$ 10,000.00	Draw 1 Skating Rink Wall Removal
Sullivan Natural Gas	20375	\$ 16,280.00	Remove RV and RV Block Valve
TN Energy Acquisition Corp	20381	\$186,025.99	Natural Gas Purchase/Transport
Waste Pro	20389	\$ 22,434.05	Solid Waste
Wex Bank Valero	20391	\$ 13,907.78	Fuel
	Total	\$ 667,708.65	

City of Munford
Balance Sheet Summary
For the Period Ended Sept 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	\$1,178,105	\$1,540,964	\$270,906	\$0	\$0	\$2,989,975
State Street Aid Fund	\$519,006	\$0	\$0	\$0	\$0	\$519,006
Drug Fund	\$30,754	\$0	\$0	\$0	\$0	\$30,754
Solid Waste Fund	\$106,287	\$57,148	\$0	\$0	\$0	\$163,435
Water-Sewer Fund	\$791,198	\$356,661	\$0	\$0	\$9,177,352	\$10,325,210
Gas Fund	\$6,200,691	\$497,925	\$0	\$250,607	\$5,965,137	\$12,914,361
	\$8,826,042	\$2,452,698	\$270,906	\$250,607	\$15,142,488	\$26,942,740

LIABILITIES	Accounts Payable	Customer Deposits	Due to Other Funds	Outstanding Debt	Total Liabilities
General Fund	\$1,762,256	\$1,200	\$0	\$0	\$1,763,456
State Street Aid Fund	\$2,019	\$0	\$0	\$0	\$2,019
Drug Fund	\$5,197	\$0	\$0	\$0	\$5,197
Solid Waste Fund	\$22,517	\$0	\$54,362	\$0	\$76,879
Water-Sewer Fund	\$119,570	\$112,518	\$94,898	\$2,622,216	\$2,949,202
Gas Fund	\$432,820	\$67,447	\$121,646	\$1,218,251	\$1,840,163
	\$2,344,378	\$181,165	\$270,906	\$0	\$3,840,466

FUND BALANCE OR EQUITY	Beginning Fund Balance	Revenues over Expenses: Surplus	Revenues over Expenses: Loss	Ending Fund Balance
General Fund	\$2,069,172		(\$842,653)	\$1,226,519
State Street Aid Fund	\$511,905	\$5,083		\$516,988
Drug Fund	\$27,070		(\$1,513)	\$25,557
Solid Waste Fund	\$97,869		(\$11,312)	\$86,557
Water-Sewer Fund	\$7,278,054	\$97,955		\$7,376,009
Gas Fund	\$11,702,607		(\$628,410)	\$11,074,197
	\$21,686,677	\$103,038	(\$1,483,888)	\$20,305,827

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	3,539,735	1,770,672	2,608,147	5,083	(844,166)	1,769,064
Enterprise Funds	23,403,006	4,866,243	19,078,530	97,955	(639,722)	18,536,763
	26,942,740	6,636,915	21,686,677	103,038	(1,483,888)	20,305,827

General Fund Budget Update

General Fund
Budget Update
09/30/2022

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
LOCAL TAXES	3,121,171.00	152,024.00	4.87%
LICENSES & PERMITS	44,700.00	9,230.00	20.65%
INTERGOVERNMENTAL	1,799,612.00	256,699.00	14.26%
CHARGES FOR SERVICE			
<i>POLICE SERVICES</i>	<i>3,000.00</i>	<i>300.00</i>	<i>10.00%</i>
<i>FIRE PROTECTION</i>	<i>2,700.00</i>	<i>6,964.00</i>	<i>257.93%</i>
<i>FEES & COMMISIONS</i>	<i>4,000.00</i>	<i>377.00</i>	<i>9.43%</i>
<i>P&R - PROGRAMS</i>	<i>120,500.00</i>	<i>30,550.00</i>	<i>25.35%</i>
<i>P&R - CONCESSIONS</i>	<i>12,000.00</i>	<i>2,433.00</i>	<i>20.28%</i>
<i>P&R - CENTENNIAL</i>	<i>126,250.00</i>	<i>53,109.00</i>	<i>42.07%</i>
<i>RENTAL FEES</i>	<i>169,000.00</i>	<i>50,210.00</i>	<i>29.71%</i>
<i>LIBRARY SERVICES</i>	<i>5,150.00</i>	<i>1,760.00</i>	<i>34.17%</i>
<i>COMMUNITY DEV</i>	<i>6,000.00</i>	<i>40.00</i>	<i>0.67%</i>
	<u>448,600.00</u>	<u>145,743.00</u>	<u>32.49%</u>
FINES & FORFEITURES	145,600.00	51,025.00	35.04%
OTHER REVENUES	6,400.00	7,112.00	111.13%
TOTAL REVENUES	5,566,083.00	621,833.00	11.17%
EXPENSES			
GENERAL GOVERNMENT			
<i>LEGISLATIVE</i>	<i>26,741.00</i>	<i>7,352.00</i>	<i>27.49%</i>
<i>JUDICIAL</i>	<i>17,959.00</i>	<i>4,449.00</i>	<i>24.77%</i>
	<u>44,700.00</u>	<u>11,801.00</u>	<u>26.40%</u>
FINANCE & ADMINISTRATION	73,627.00	25,018.00	33.98%
CODE ENFORCEMENT	81,173.00	24,874.00	30.64%
PUBLIC SAFETY			
<i>POLICE</i>	<i>1,699,396.00</i>	<i>544,189.00</i>	<i>32.02%</i>
<i>FIRE</i>	<i>1,328,159.00</i>	<i>366,086.00</i>	<i>27.56%</i>
	<u>3,027,555.00</u>	<u>910,275.00</u>	<u>30.07%</u>
STREETS			
STREETS	617,836.00	156,649.00	25.35%
PARKS & RECREATION			
<i>P & R ADMIN</i>	<i>432,072.00</i>	<i>128,648.00</i>	<i>29.77%</i>
<i>P & R PROGRAMS</i>	<i>64,400.00</i>	<i>6,577.00</i>	<i>10.21%</i>
<i>CENTENNIAL</i>	<i>321,008.00</i>	<i>101,506.00</i>	<i>31.62%</i>
<i>PARKS</i>	<i>353,550.00</i>	<i>12,607.00</i>	<i>3.57%</i>
<i>TIPTON PLAZA</i>	<i>35,700.00</i>	<i>11,671.00</i>	<i>32.69%</i>
	<u>1,206,730.00</u>	<u>261,009.00</u>	<u>21.63%</u>
LIBRARY	124,117.00	30,477.00	24.56%
COMMUNITY DEVELOPMENT	24,636.00	9,894.00	40.16%
DEBT SERVICE	241,303.00	34,489.00	14.29%
TOTAL EXPENSES	5,441,677.00	1,464,486.00	26.91%
RESERVE	0.00	0.00	
Net Surplus/(loss)	124,406.00	(842,653.00)	

Budget Update **09/2022**
State Street Aid

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
STATE - FUND BALANCE	0	0	0.00%
STATE - GAS & MOTOR FUEL TAX	122,084	9,661	7.91%
STATE - \$0.03 GASOLINE TAX	34,590	2,815	8.14%
STATE - 1989 GASOLINE TAX INCREASE	20,347	1,524	7.49%
STATE - GAS 2017 TAX	49,851	4,865	9.76%
STATEST - INTEREST EARNINGS	1,750	624	35.66%
STATEST - OTHER FINANCING SOURCES	0	0	0.00%
TOTAL REVENUES	228,622	19,489	8.52%
EXPENSES			
STATE ST - ELECTRIC	25,000	6,048	24.19%
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	0	0.00%
TOTAL EXPENSES	174,857	14,406	8.24%
Net Surplus/(loss)	53,765	5,083	

Budget Update **09/2022**
Drug Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
DRUG - FUND BALANCE			
DRUG - GENERAL SESSIONS	500	600	120.00%
DRUG - CIRCUIT COURT	200	0	0.00%
DRUG - OTHER MISC REV	0	0	0.00%
DRUG - FORFEITS (from seizure acct)	1,000	0	0.00%
OR - INTEREST EARNINGS	80	36	45.00%
TOTAL REVENUES	1,780	636	35.73%
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	(1,513)	

Budget Update **09/2022**
Solid Waste Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
TRASH COLLECTION - RESIDENTIAL	441,763	111,028	25.13%
TRASH COLLECTION - POPLAR GROVE	28,549	4,228	14.81%
TRASH COLLECTION- LATE PENALTIES	7,000	2,289	32.70%
TRASH COLLECTION - INTEREST REVENUE	300	127	42.33%
TOTAL SOLID WASTE REVENUES	477,612	117,672	24.64%
EXPENSES			
TRASH -VENDOR SERVICES	270,206	67,197	24.87%
TRASH - OTHER PROFESSIONAL SRVS	0	0	0.00%
TRASH - OTHER OPERATING SUPPLIES	0	0	0.00%
TRASH - CAPITAL OUTLAY MISC	0	7,425	0.00%
Allocations		0	0.00%
<i>Legislative</i>	15,730	4,325	27.50%
<i>Finance & Administration</i>	147,255	50,037	33.98%
	162,985	54,362	33.35%
TOTAL SOLID WASTE COLLECTION	433,191	128,984	29.78%
Surplus/(loss)	44,421	(11,312)	

Budget Update **09/2022**
Water - Sewer Fund

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
Sales	2,349,789	793,072	33.75%
Rent Revenue	4,000	0	0.00%
Service Charges	502,450	80,636	16.05%
Other Revenues	4,200	1,717	40.88%
TOTAL WATER-SEWER REVENUES	2,860,439	875,425	30.60%
EXPENSES			
Water - Treatment	508,843	175,818	34.55%
Water - Distribution	68,150	23,718	34.80%
Sewer - Treatment	379,975	130,814	34.43%
Sewer - Collection	231,205	60,796	26.30%
Personnel	898,318	215,956	24.04%
Contract Services	84,850	15,972	18.82%
Supplies	155,800	23,897	15.34%
Fixed Charges	74,000	14,525	19.63%
Rebates/Debt Service	137,331	21,076	15.35%
	2,538,472	682,572	26.89%
Allocations			
<i>Legislative</i>	14,943	4,108	27.49%
<i>Finance & Administration</i>	220,882	75,055	33.98%
<i>Code Enforcement</i>	40,586	12,437	30.64%
<i>Community Development</i>	8,212	3,298	40.16%
	284,623	94,898	33.34%
TOTAL WATER-SEWER EXPENSES	2,823,095	777,470	27.54%
Net Surplus/(loss)	37,344	97,955	

**Budget Update
Gas Fund**

09/2022

Percentage of Budget Yr Complete 25.00%

	BUDGET	ACTUAL	% MET
REVENUES			
Sales	4,625,000	442,204	9.56%
Service Charges	305,800	48,769	15.95%
Other Revenues	28,800	4,628	16.07%
TOTAL GAS REVENUES	4,959,600	495,601	9.99%
EXPENSES			
Personnel	897,356	235,025	26.19%
Contract Services	265,175	67,567	25.48%
Materials/Supplies	2,749,500	586,461	21.33%
Fixed Charges	548,500	112,150	20.45%
Rebates/Debt Service	34,788	1,162	3.34%
Allocations			
<i>Legislative</i>	21,235	5,838	27.49%
<i>Finance & Administration</i>	294,510	100,073	33.98%
<i>Code Enforcement</i>	40,586	12,437	30.64%
<i>Community Development</i>	8,212	3,298	40.16%
	364,543	121,646	33.37%
TOTAL GAS EXPENSES	4,859,862	1,124,011	23.13%
Net Surplus/(loss)	99,738	(628,410)	

Upcoming Meeting Dates and Events

November 2022

Nov 3 (Thursday)

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

Nov 8 (Tuesday)

6:30 Planning Commission

Nov 11 (Friday)

****All Offices Closed in Observance of Veterans Day****

Nov 17 (Thursday)

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

Nov 24-25 (Thursday-Friday)

****All Offices Closed in Observance of Thanksgiving****

Nov 28 (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
October 11, 2022

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, October 11, 2022, at 6:30 p.m. with the following:

PRESENT: Chairman Roy Meadors, Vice-Chairman David Keeton, Mayor Dwayne Cole, John Moren, Aldermen Sue Arthur, Terry Waits and Vernon Pairmore.

ABSENT-

ALSO, PRESENT- Wayne Bouler, Kyle Hamm, Tony Gutowski, 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 – September 13, 2022

There was a motion by David Keeton, seconded by John Moren to approve the minutes from September 13, 2022, as corrected. Motion carried all present voting aye

II. OLD BUSINESS – None

III. NEW BUSINESS

A. McCormick Hill Preliminary Subdivision Plat (Revision from August 2021)

Background

A preliminary subdivision plat has been submitted by McCormick Hills, LLC to create 186 lots (Revised from 223 lots) and new road construction along McCormick Road and Campground Road in the recently annexed portion of Munford, TN. The property can be further identified as Parcel 16.00 on Tipton County Tax Map 126. A portion of the property appears to be located in a Zone AE Flood Hazard Area according to FIRM #47167C0315G, effective on 05/04/2009.

Analysis

The lots meet the lot area requirements (8,000 sq.ft. Lot Area) and the setback requirements of the R-2 district.

The subdivision is creating 3 access points to Campground Road. There are two access points in the northern phase. The Southern phases (Lots 1 through 112) have multiple roads and two access points to Campground Road. The remaining section contain 18 lots that front on McCormick Road.

d. Number of Access Points - Residential developments with more than fifty (50) lots or dwelling units shall have at least two (2) separate points of public road access. Developments with two hundred (200) lots or dwelling units shall have at least three (3) separate points of public road access.

Sidewalks, Curb and Gutter are required for new major subdivisions within the City according to Munford's Municipal Subdivision Regulations:

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.

Construction plans are to be required and submitted to the City Engineer after Preliminary Plat approval and must be approved prior to final plat approval.

The Munford Fire Department has approved the layout of the roads.

All road names should be approved by Tipton County E-911.

Analysis

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

There was a motion by Sue Arthur, seconded by John Moren to approve the McCormick Hills Preliminary Plat (Revision from August 2021) as presented. Motion carried, all present voting aye.

B. McCormick Hills Construction Plans (Revision from May 2022)

Background

Construction Plans have been submitted by REI Capital LLC to create 186 Lots (Revised from 233) and new road construction along McCormick Road and Campground Road in the recently annexed portion of Munford, TN. The property can be further identified as Parcel 16.00 on Tipton County Tax Map 126. A portion of the property appears to be located in a Zone AE Flood Hazard Area according to FIRM #47167C0315G, effective on 05/04/2009.

Analysis

The Construction plans have been received by the City Engineer and are in the process of waiting for City Engineer approval.

Approval of construction plans does not constitute approval of a final plat. A final plat is still to be submitted and approved at a later date.

After installation of improvements, staff recommends the City Engineer inspect the installed improvements to determine the bonding amount that is necessary to cover any uninstalled infrastructure (final wearing surface) and an appropriate warranty period.

City Staff has requested a development contract be entered into with the development and the City prior to final plat approval.

Recommendation

Staff recommends approval of the construction plat subject to approval by the City Engineer

There was a motion by David Keeton, seconded by Vernon Paimore to approve the McCormick Hill Construction Plans (Revision from May 2022) contingent upon all City Engineer notes and issues are resolved. Motion carried, all present voting aye.

IV. REPORTS

Mayor Comments:

- The Munford High School Cougars are 8 and 0 and rated 2nd in the State.
- Celebrate Munford is this Saturday. There are only a few booth spots still available.
- The city is still doing Sewer line repairs. Tipton, College and Water Street are the current areas that are being worked on.
- The Board of Mayor and Aldermen approved a Downtown Committee to help with the development of a better downtown area.
- The 3 Cities Sewer Expansion project is moving forward with help from Tipton County.
- Tonight, is Aldermen Sue Arthurs last Planning Commission. She will not be running for reelection. It has been a joy working with her. The Mayor thanked her for her Leadership, Dedication and Friendship through the years.

Building Inspector – Permitting and Enforcement Report

There was a motion by Vernon Paimore, seconded by Sue Arthur 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 7:00 pm.

Chairman Roy Meadors

Sue Arthur, Secretary

Barbara Younger,
Recording Secretary