



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

AGENDA

City of Munford Board of Mayor and Aldermen – Regular Monthly Meeting –
Monday, November 27, 2023, 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:
 - a. Regular Monthly Meeting – October 23, 2023
 - b. Special Called Meeting – November 02, 2023
- E. Public Forum
- F. Proclamations and Awards

II. 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. Appointments
- C. Announcements
- D. Acknowledgements

IV. OLD BUSINESS

V. NEW BUSINESS

Ordinance – Resolutions – Motions

- **RESOLUTION 2023-11-04** to authorize submission of Infrastructure Planning Grant offered by Tennessee Department of Economic and Community Development.

VI. FINANCIAL REPORT

- A. Checks over \$10,000
- B. Financials 10-31-2023

Adjourn –



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – October 23, 2023

**Regular Monthly Meeting – Monday October 23, 2023, 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, Director Sherry Bennard, Director Griff Fisher and Director Glenn Stringfellow

I. CALL TO ORDER

Mayor Cole called the October 23, 2023, regular meeting of the Board of Mayor and Aldermen of the City of Munford to order at 7:00 pm. The Mayor gave the invocation.

II. ESTABLISH A QUORUM

Mayor Cole noted the Board had a quorum with five (5) aldermen and the mayor present.

III. APPROVE MINUTES

Mayor Cole presented the minutes from the Regular Scheduled Meeting of September 25, 2023, for approval. *With no corrections, minutes approved as distributed.*

IV. PUBLIC FORUM

Christie Jarvis representing WRAP spoke for a few minutes to the Board. The Mayor read and presented to her a proclamation on Domestic Violence Awareness.

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

- Parks & Recreation – Director Griff Fisher presented the month report. See attached sheet.
- Building Inspector – Director 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 presented **RESOLUTION 2023-10-01** A Resolution approving participation in the Public Entity Partners Property Conservation Matching Grant Program. *Motion was made by Alderman Childress to approve **RESOLUTION 2023-10-01**. Motion was seconded by Alderman Bomar. Motion carried; all members present voting aye.*
 - Mayor Cole presented **RESOLUTION 2023-10-02** A Resolution approving participation in the Public Entity Partners Driver’s Training Matching Grant Program. *Motion was made by Alderman Deneka to approve **RESOLUTION 2023-10-02**. Motion was seconded by Alderman Cramer. Motion carried; all members present voting aye.*
 - Mayor Cole presented **RESOLUTION 2023-10-03** A Resolution approving award of contract for engineering services related to Wastewater Treatment and Transport Expansion. *Motion was made by Alderman Bomar to approve **RESOLUTION 2023-10-03**. Motion was seconded by Alderman Glass. Motion carried; all members present voting aye.*
 - Mayor Cole requested a motion to approve the electrical renovation and installation of a generator at the Parks and Recreation/Police Building that will utilize Natural Gas for fuel. *Motion was made by Alderman Childress to approve. Motion was seconded by Alderman Deneka. Motion carried; all members present voting aye.*
 - Mayor Cole confirms receipt and acknowledgement of the Report on Debt Obligations in regard to Local Government Loan Program Bond, series 2023. This resolution (RESOLUTION 2023-08-01) passed in August and was funded on September 15, 2023.
 - Mayor Cole announced a Special Called meeting of the Board of Mayor and Aldermen will take place on Thursday, November 2, 2023, at 4:00 pm to discuss potential trash providers in light of our recent RFP proposal opening.

VIII. NEW BUSINESS –

No new business.

IX. FINANCIAL REPORT –

- **Checks over \$10,000** – Mayor Cole presented the checks over \$10,000 for September. *A motion was made by Alderman Glass to accept all checks over \$10,000 as presented. Alderman Childress seconded motion. Motion carried; all members present voting aye.*

- **Financials 09-30-2023** – Mayor Cole presented the financials for 09-30-2023. *A motion was made by Alderman Bomar to accept the financials as presented. Alderman Glass seconded motion. Motion carried; all members present voting aye.*

With no further discussion, Vice-Mayor Deneka made a motion to adjourn at 7:38.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder



CITY OF MUNFORD BOARD OF MAYOR AND ALDERMEN

MINUTES – November 2, 2023

**Special Called Meeting – Thursday November 2, 2023, 4:00 p.m.
Municipal Building, 70 College Street, Munford, Tennessee.**

Members present: Mayor Dwayne Cole, Alderman Jack Bomar, Steve Childress, Richard Cramer, Ray Deneka, and Deborah Reed.

Absent: Alderman Lonnie Glass

I. CALL TO ORDER

Mayor Cole called the November 2, 2023, special called meeting of the Board of Mayor and Aldermen of the City of Munford to order at 4:00 pm.

II. ESTABLISH A QUORUM

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

III. PUBLIC HEARING

No one present to speak.

IV. OLD BUSINESS:

- Mayor Cole presented **RESOLUTION 2023-11-01** A Resolution approving award of contract for professional design and consulting services related to Veterans Plaza funded by LPRF Matching Grant. *Motion was made by Alderman Bomar to approve **RESOLUTION 2023-11-01** Motion was seconded by Alderman Reed. Motion carried; all members present voting aye.*
- Mayor Cole presented **RESOLUTION 2023-11-02** A Resolution approving award of contract for residential solid waste collection and disposal services. *Motion was made by Alderman Childress to approve **RESOLUTION 2023-11-02** Motion was seconded by Alderman Cramer. Motion carried; all members present voting aye.*
- Mayor Cole presented **RESOLUTION 2023-11-03** A Resolution approving award of contract for consulting services related to Veterans Plaza funded by LPRF Matching Grant. *Motion was made by Alderman Cramer to approve **RESOLUTION 2023-11-03** Motion was seconded by Alderman Childress. Motion carried; all members present voting aye.*

V. **NEW BUSINESS** –

With no further discussion the meeting was adjourned at 4:17 pm.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

CITY HALL MONTHLY REPORT

	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	TOTAL
ACCOUNTS													
Current Customer Accts													
Water Customers Total	3493	3489	3500	3500	3515	3507	3529	3540	3541	3577	3580	3579	42,350
Sewer Customers Total	2260	2256	2265	2271	2282	2279	2302	2309	2314	2340	2345	2344	27,567
Gas Customers Total	7474	7489	7502	7511	7534	7523	7529	7539	7550	7578	7576	7574	90,379
<i>In Atoka City Limits</i>	2570	2569	2570	2571	2571	2570	2570	2571	2571	2573	2574	2573	30,853
<i>Out of Atoka City Limits</i>	294	294	294	294	294	293	293	292	293	292	293	293	3,519
Trash Customers	1822	1824	1828	1837	1844	1853	1860	1869	1877	1882	1896	196	20,588
Customer Adjustments													
Connects	73	70	52	46	68	46	77	70	64	85	72	68	791
Finals	44	52	42	45	69	54	81	59	61	84	73	73	737
Meter Sets	10	7	5	9	11	11	14	26	16	3	5	2	119
PAYMENTS													
Payments on line													
Utility paid on line	2453	2656	2827	2363	3032	2927	2753	2736	2484	2718	2751	2538	32,238
ACH Payments	1669	1669	1705	1745	1746	1774	1796	1857	1816	1934	1847	1852	21,410
E-Bills	1708	1714	1726	1734	1748	1766	1786	1805	1813	1838	1839	1848	21,325
Payments Received Lobby/Mail													
CC Payments	602	446	551	527	598	386	488	370	386	432	496	558	5,840
Cash Payments	612	599	612	622	590	564	683	637	655	659	654	684	7,571
Check Payments	2,240	2,412	2,322	2,402	2,172	2,113	2,067	1,964	1,898	1,872	1,790	1,944	25,196
Money Order Payments	0	0	0	0	0	0	0	0	0	0	0	0	0
Delinquent Accounts													
Delinquent Penalty	88	339	146	135	131	223	206	124	165	132	176	128	1,993
Cut Offs	88	0	148	135	131	223	91	95	90	60	88	74	1,223
Phone Calls	504	0	789	588	603	1202	412	427	506	395	470	521	6,417
SERVICE													
Water / Sewer													
Water Service Orders	24	9	10	0	22	1	18	3	10	2	6	7	112
Sewer Service Orders	6	5	7	2	4	4	5	1	7	1	3	6	51
Amount Billed Water	\$102,104	\$99,776	\$96,624	\$95,953	\$93,161	\$98,641	\$98,641	\$106,541	\$103,929	\$113,652	\$113,413	\$107,171	\$1,229,606
Amount Billed Sewer	\$97,349	\$96,310	\$93,713	\$92,107	\$86,951	\$98,428	\$94,683	\$102,390	\$99,791	\$103,304	\$105,583	\$99,715	\$1,170,323
Damaged/Stuck Meters	26	8	3	16	32	46	19	5	1	10	158	5	329
Solid Waste													
Cans Delivered	2	6	11	5	6	11	8	14	8	9	12	7	99
Missed pickup	2	26	24	32	5	19	3	24	17	10	6	5	173
Damaged Cans	0	0	2	2	1	1	1	1	2	0	1	3	14
Other complaints	1	3	4	5	2	0	0	1	5	9	3	2	35
New Customers	4	14	12	18	20	21	12	22	20	28	26	21	218
Discontinued Service	1	4	4	8	6	3	6	8	4	11	4	6	65
Amount Billed	\$37,506	\$39,422	\$39,495	\$39,686	\$39,762	\$39,968	\$40,258	\$40,538	\$40,582	\$40,838	\$40,933	\$41,171	\$480,158
Gas													
Odor Complaints	16	5	18	2	10	9	6	2	1	6	3	5	83
Damaged / Stuck Meters	28	38	74	68	14	26	15	3	37	22	1	152	478
Amount Billed	\$510,063	\$955,006	\$684,911	\$657,955	\$436,425	\$177,956	\$115,760	\$98,263	\$88,781	\$92,085	\$95,050	\$107,079	\$4,019,334
Misc Service Orders													
Other complaints	3	2	4	2	9	4	7	6	4	4	2	1	48
Total Utility/Trash Billing	\$747,022	\$1,190,514	\$914,743	\$885,701	\$656,298	\$414,993	\$349,341	\$347,732	\$333,083	\$349,880	\$354,978	\$355,136	\$6,899,422

City of Munford
Public Works Monthly Report

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	2023 Totals	PY Totals
Calls	115	55	87	78	76	61	56	55	51	61			695	986
Water Calls/Leaks	4	6	13	8	9	10	20	16	21	16			123	128
Sewer Calls/Leaks	8	9	7	18	13	3	23	34	8	10			133	170
Gas Calls/Leaks	11	9	18	16	13	1	6	10	11	9			104	146
Street/Yard/Drainage Calls	7	7	29	25	118	91	96	78	81	47			579	93
Water Samples	10	10	10	10	10	10	10	10	10	10			100	13
Cut-Offs	148	144	125	184	100	84	90	60	88	74			1097	998
Locates	250	216	279	284	264	301	277	266	259	291			2687	5505
Unread Meters	106	134	138	153	200	215	270	334	234	81			1865	379
Meters Repairs	84	79	39	71	37	10	36	33	184	161			734	667
Sewer Taps	0	0	0	0	0	0	0	0	0	1			1	2
Water Sets	8	3	5	8	13	11	14	1	6	9			78	112
Gas Sets	12	10	10	7	11	4	25	8	8	20			115	81
Munford	10	4	6	7	10	3	21	6	6	17			90	52
Atoka	1	4	3	0	0	1	4	0	2	2			17	20
Brighton	1	2	1	0	1	0	0	2	0	1			8	9
Closed Work Orders	497	470	596	869	1029	914	1049	1050	1104	905			8483	5344
Water Pumped (millions)	26	24	26	24	28	27	26	27	28	30			266	331
Treated Pumped to River	45	42	50	41	38	33	37	38	31	32			387	420

**City of Munford
Police Department**

	2023												PY	
	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals	Totals
CITATIONS ISSUED	387	280	242	253	225	222	245	199	200	201			2454	2668
COURTESY CITATIONS ISSUED	176	88	75	73	66	61	50	31	61	53			734	993
TRAFFIC STOPS	801	502	543	631	555	499	615	437	464	602			5649	5483
SPEEDING	178	113	114	157	104	102	94	82	73	121			1138	1459
SEAT BELT	0	8	2	1	1	2	2	0	4	1			21	4
ARREST	60	58	53	78	56	54	67	54	52	51			583	478
ADULT - MALE	44	35	29	52	26	34	40	32	36	30			358	278
ADULT - FEMALE	15	18	19	19	17	19	21	19	15	16			178	160
JUVENILE - MALE	1	5	5	5	10	0	2	3	1	5			37	28
JUVENILE - FEMALE	0	0	0	2	3	1	4	0	0	0			10	9
WARRANT ARREST	6	5	9	13	2	5	10	3	3	2			58	52
DRUG ARREST	11	6	10	16	11	5	22	11	12	11			115	109
ALCOHOL ARREST	4	4	5	12	16	8	9	7	12	9			86	29
INCIDENT REPORTS	102	102	116	121	108	91	109	102	105	112			1068	974
OFFICER INITIATED INCIDENTS	1724	1382	1375	1448	1474	1365	1622	1397	1441	1776			15004	14438
ACCIDENT REPORTS	9	8	11	12	16	7	7	13	6	12			101	159
MILES PATROLLED	16200	13535	14499	14919	15074	15117	16964	15319	14970	17110			153707	169629
CALLS FOR SERVICE	1374	973	1098	1182	1117	1039	1160	1062	1005	1121			11131	11548



Munford Fire Department Monthly Board Report - October 2023

Incidents	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Total 2023	Total 2022
Structure Fires - Munford	2	0	0	1	0	0	0	1	0	0			4	9
Structure Fires - County	3	1	0	0	2	1	2	0	0	1			10	17
Grass Fire - Munford	1	0	0	0	0	1	0	0	0	0			2	10
Grass Fires - County	0	3	1	0	0	0	0	0	0	2			6	10
Vehicle Fires - Munford	0	0	0	0	1	0	0	1	0	2			4	2
Vehicle Fires - County	0	0	0	0	0	0	0	1	0	1			2	3
Vehicle Accidents - Munford	4	6	5	4	5	2	3	10	4	7			50	61
Vehicle Accidents - County	3	2	0	1	0	0	0	0	0	0			6	12
EMS Calls - Munford	56	50	51	56	63	66	74	56	56	66			594	674
EMS Calls - County	3	2	7	2	5	4	3	1	3	5			35	36
Other Incidents - Munford	19	10	16	16	21	21	21	15	26	16			181	286
Other Incidents - County	2	6	2	7	0	10	6	3	2	3			41	63
Mutual Aid Calls	12	14	3	3	0	15	11	5	5	12			80	141
Burn Permits	0	2	0	2	1	3	4	2	0	2			16	31
Total Calls - Munford	81	66	72	77	90	90	98	83	86	92			835	1053
Total Calls - County	12	14	10	10	7	15	11	5	5	12			101	141
Total Calls - Department	93	80	82	87	97	105	109	88	91	104			936	1194

Department Staffing	Allocated	Filled	Vacant	On Leave
Full Time Positions	13	13	0	0
Part Time Positions	1	1	0	0
Reserves	30	7	23	0
Total Department Staffing	44	21	23	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		

	22-Nov	22-Dec	23-Jan	23-Feb	23-Mar	23-Apr	23-May	23-Jun	23-Jul	23-Aug	23-Sep	23-Oct
Payment Plan												
Current	10 / 697	8 / 615	27 / 2,732.50	40 / 5,080	13 / 855	10 / 810	12 / 935	13 / 1210	35 / 3785	9 / 525	29 / 2970	52 / 5,930
Past Due												

RENTALS

Friday Night Skate	209	117		181	159	163	161	152	165	171	203	203
Skate Parties	26 / 28	17 / 17	28 / 28	28 / 28	28 / 28	32 / 32	25 / 25	18 / 28	16 / 28	18 / 28	22 / 28	28 / 32
Band Room	5	6	8	6	8	7	6	5	1	1	1	4
Community Room	2	3	4	3	4	5	5	6	0	1	2	3
Valentine Park Gazebo	0		1		2	2	3	5	1	1	3	1

SENIOR SERVICES

Congregate Meals	456	424	460	383			453	453	570	570	599	693
Home Delivery	137	140	136	140			180			738	925	968

Vehicle Miles

P&R - 2020 Chevy 1500				50148	50614	52350	53117	53697	55073	55648	56491	56927
P&R - 2010 Chevy 3500 Dump				43,679	43,773	43,792	44095	44315	44486	44539	44620	44794
P&R-2008 Chevy Ext. Cab	114846	115164	115444	115462	116217	116384	116533	116659	116817	116917	117000	117023
P&R-2010 Chevy Ext. Cab	106202	106446	106625	106852	107135	107524	107869	108124	108482	108713	109131	109651
CP-2015 Chevy 4Door	52961	53577	53833	54354	54422	55639	56600	56754	57969	58956	59626	60715
P&R-01' Expedition	176112	176375		176384	176421	178679	178930	179202	179469	179642	180084	180760

Equipment Hours

Jacobsen Truckster	549	549	550	553	559	564	569	571	576	580	591	608
ToroInfield Drag	1797	1809	1813	1822	1846	1861	1880	1887	1892	1914	1934	1949
2014-61" Snapper	1022	1022	1022	1022	1022	1022	1022	1022	1024	1028	1028	1028
2015-72" Snapper	755	760	762	771	785	802	802	803	821	839	851	860
2015-61" Snapper-CP	960	970	970	976	981	994	1014	1034	1056	1073	1078	1078
2022-72" Xmark	194	194	195	208	230	250	283	321	360	385	404	412
Bad Boy	1075	1075	1075	1076	1084	1088	1098	1105	1117	1121	1135	1136
JD4700 Tractor	3853	3853	3853	3854	3854	3854	3855	3856	3856	3856	3856	3856
2021 Snapper61"	313	322	323	325	350	367	405	440	466	491	501	501
Polaris SXS	904	1064	1064	1064	1283	989 hrs.			5440 miles	5662 miles	5800	5861

Sports Registration

Basketball	476	476	476								267	448
Cheerleading	49	49	49								31	47
Flag Football				206	206							
Soccer				268	268				218	218		
Baseball				347	347				334	334		

Permit #	DATE	LOCATION	R-C	NAME	TYPE OF PROJECT	Sq.Ft.	PROJECT VALUE	PERMIT FEE	Water	Sewer	Gas		
1	1802	10/06/23	C	STEPHEN TANCK	ACC. BLDG.	160	\$6,000.00	\$100.00					
2	1803	10/18/23	C	JASON BRYANT	FENCE	N/A	N/A	\$25.00					
3	1804	10/18/23	C	D&D	FENCE	N/A	N/A	\$25.00					
4	1805	10/20/23	C	D&D	NEW S.F.DWELLING	3,760	\$339,000.00	\$778.00	\$1,300.00	\$3,500.00	\$1,450.00		
5	1806	10/23/23	R	DANIEL HALE	ACC. BLDG.	4,200	\$19,000.00	\$100.00					
6	1807	10/23/23	C	DAN HAWKINS	POOL	N/A	N/A	\$100.00					
7	1808	10/25/23	C	DANNY HOWARD	POOL	N/A	N/A	\$100.00					
8	1809	10/25/23	C	D&D	FENCE	N/A	N/A	\$25.00					
9	1810	10/25/23	C	APEX	NEW S.F.DWELLING	3,745	\$338,000.00	\$776.00	\$1,300.00	\$3,500.00	\$1,100.00		
10	1811	10/26/23	C	APEX	NEW S.F.DWELLING	3,740	\$337,000.00	\$774.00	\$1,300.00	\$3,500.00	\$1,100.00		
11	1812	10/27/23	C	FOCAL POINT	NEED STORAGE	44,400	\$3,996,000.00	\$6,344.00					
12	1813	10/27/23	C	FOCAL POINT	NEED STORAGE PLUMB	N/A	\$34,000.00	\$50.00					
13	1814	10/31/23	C	ASI MUNFORD LLC	PLUMBING	N/A	N/A	\$50.00					
14	1754	10/10/23	R	MICHEL FORREST	ACC. BLDG.	80	\$4,500.00	\$100.00					
15	1755	10/11/23	C	MATTHEW LAWLER	ADDITION	360	\$6,000.00	\$100.00					
16	1756	10/12/23	C	JOHN ALBRIGHT	MECHANICAL	N/A	N/A	\$50.00					
17	1757	10/18/23	C	RANDELL GREEN	ACC. BLDG.	N/A	N/A	\$100.00					
18	1758	10/18/23	R	RIKY BURNS	ACC. BLDG.	480	\$19,000.00	\$100.00					
19	1759	10/19/23	R	MICHEAL SHEPARD	NEW S.F.DWELLING	2,880	\$260,000.00	\$620.00					
20	1760	10/19/23	C	SAMUEL HAIRE	ACC. BLDG.	280	\$19,000.00	\$100.00					
21	1761	10/19/23	C	MATT LAWLER	ACC. BLDG.	144	\$3,000.00	\$100.00					
22	1762	10/19/23	C	BARBETTA KELLY	FENCE	N/A	N/A	\$25.00					
23	1763	10/20/23	C	PYATTYE STACK	FENCE	N/A	N/A	\$25.00					
24	1764	10/26/23	C	LINDA FOWLER	DECK	220	\$3,900.00	\$100.00					
25													
26													
27													
28													
29													
30													
31													
32													
33													
34													
35													
36													
37													
38													
39													
40													
41													
42													
							Total	\$5,384,400.00	\$9,747.00	\$920.00	\$3,900.00	\$10,500.00	\$3,650.00

C - CITY LIMITS

R - REGION

Complaints	15	Building Permits	24
Inspections	78	Sign permits	0
Certificate Of Occupancy	4	Use & Occupancy Permits	1
PERFORMANCE BOND	WALKER MEADOWS NORTH	2022	
	WALKER MEADOWS II	2020	
	VGM 4A	2023	

[Signature]
Building Inspector



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



October 2023 Library Report

Overview:

- The library has sold **\$76.50** in books with the ongoing book sale.
- The library has collected **\$56.40** in library fines, overdue fees, and lost items.
- The monthly collection for copies and faxing was **\$264.70**.
- The library made **\$50** in donations in memory of Ann Pickard King
- The Library had **209** people use our computers and **65** requiring computer help. In addition we had **402** use the Wi-Fi. The library had **365** reference questions asked and answered.
- Library staff provided **5** one-on-one technology device sessions lasting more than 10 minutes.
- The Library has gained **57** new users, with **2,559** materials checked out (including books, movies, audio, R.E.A.D.S circulation, etc.). We have a total of **5,601** patrons.
- Through Interlibrary Loan **21** books were loaned out, and **12** were borrowed.
- Tennessee R.E.A.D.S. had **1,073** books checked out.
- Lindsey was used as a Notary Public **2** times.
- The Library had **7** volunteers.
- The adult book club met, there were **14** people in attendance.
- Through in-person and passive programming we had **16** programs with **610** attendees.
 - LEGO Club met twice with **17** in attendance.
 - Story Time was held twice with **25** in attendance
 - 1,000 Books before Kindergarten had **2** children sign up to begin the program.
 - Passive Programs included: Staff Recommendations, Book Spotlight, Fall into a Book, Hello Fall, take home crafts, New in Non-Fiction, YA Genres and 5 Halloween displays.
 - The library served as a tutoring location **3** times.
- We continue to offer curbside services to patrons. **3** patrons were assisted curbside.
- Library staff gave out 298 eclipse glasses.
- The Video Relay Service was used 5 times.
- The Celebrate Munford Art and Photography contest was held at the Library. There were 245 entries this year.
- Staff attended the Summer Reading Conference for the 2024 Summer Reading Theme: Adventure Begins at your Library.

Munford-Tipton County
Monthly Report

October 2023

PHYSICAL COLLECTION											LOCAL ELECTRONIC COLLECTION (Advantage, etc.)		Current Balance
Material Type		Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance			
Print Materials	Locally Owned	7,604	0	0	7,604	Regionally Owned	10,629	0	0	10,629	Locally Owned	E-books	76
Audio Materials		361	0	0	361		1,576	0	0	1,576		Audio Downloadable	156
Video Materials		365	0	0	365		534	0	0	534		Video Downloadable	0
Other Materials		0	0	0	0		0	0	0	0		TOTAL	232
TOTAL		8,330	0	0	8,330	TOTAL	12,739	0	0	12,739	TOTAL PHYSICAL COLLECTION	21,069	

Electronic Circulation includes READS Advantage & other local e-collections		Physical Circulation Book & Non-Book (Audio, Video, Serials)		Other Physical Items Circulation Hotspots, sewing machines, tools, cake pans, telescopes, board games, video games, etc.		TOTAL FOR ALL CIRCULATED ITEMS -Auto Fill (Electronic, Physical & Other Physical)		TOTAL PHYSICAL ITEM CIRCULATION (no Electronic formats)
Adult **	988	Adult	699	Adult	0	Adult Total	1,687	TOTAL PHYSICAL ITEM CIRCULATION (no Electronic formats)
Children **	85	Children	787	Children	0	Children's Total	872	
Total	1,073	Total	1,486	Total	0	Total for All Circulation	2,559	

Unique Users 170

Title VI Survey Information		Library Services		Programs								
White	32	Library Visits	4,000	In-Person Programs	Inside the Library		# of Programs	Attendance	Outside the Library		# of Programs	Attendance
Black	1	Reference Transactions	499		Adult	3	30	Adult	0	0		
American Indian-Alaska Native	0	Computer Users	209		Young Adult	0	0	Young Adult	0	0		
Hispanic or Latino of any race	0	Wireless Sessions	402		Children 0-5	2	56	Children 0-5	0	0		
Native Hawaiian/Pacific Islander	0	Website Visits	0		Children 6-11	3	50	Children 6-11	0	0		
Asian	0	Databases Owned	0		General Interest	1	245	General Interest	0	0		
Other	0	Local Database Usage	0		Inside Total	9	381	Outside Total	0	0		
Two or more races	1	TEL Usage (June only)	0	Total (Inside & Outside)	9	381						
Total	34	ILL -Borrowed	12	Live Virtual Programs		Adult	Young Adult	Children's	Total			
		ILL - Loaned	21		Number of Live Virtual Programs	0	0	0	0			
					Views of Live Virtual Programs	0	0	0	0			
				On-Demand Views of Live Programs	0	0	0	0				

Meeting Room Use	
Number of Events Not Sponsored by the Library	0
Attendance at These Events	0

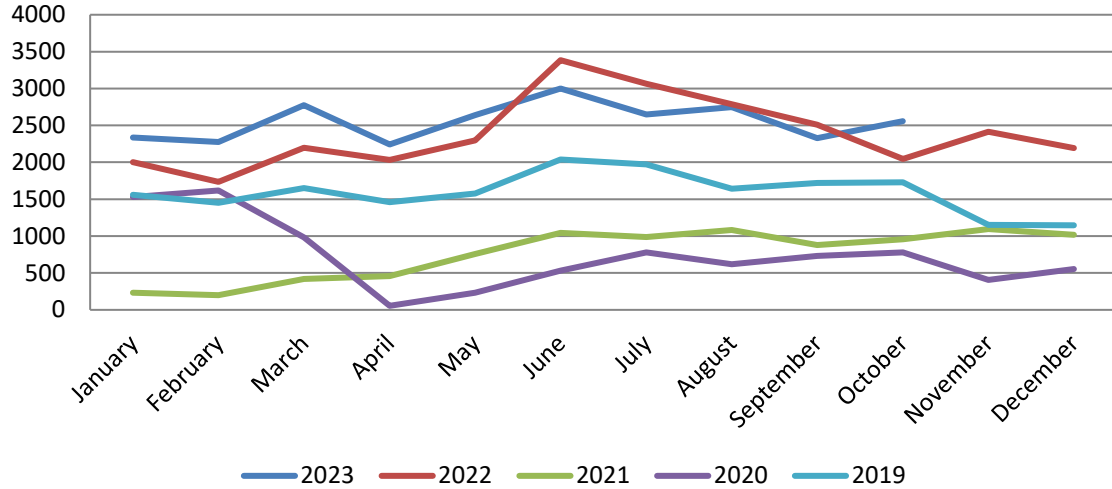
Total of All In-Person and Live Virtual Programs	# of Programs	Attendance/Views
	9	381

Borrowers	Current Balance
Adult Borrowers >14 yrs old	4,172
Children Borrowers <14 yrs old	1,429
Total Borrowers	5,601

Recorded Programs	# of Programs	Views/Attendance
	0	0
Total On-Demand Views of Live Programs & Recorded Programs		0

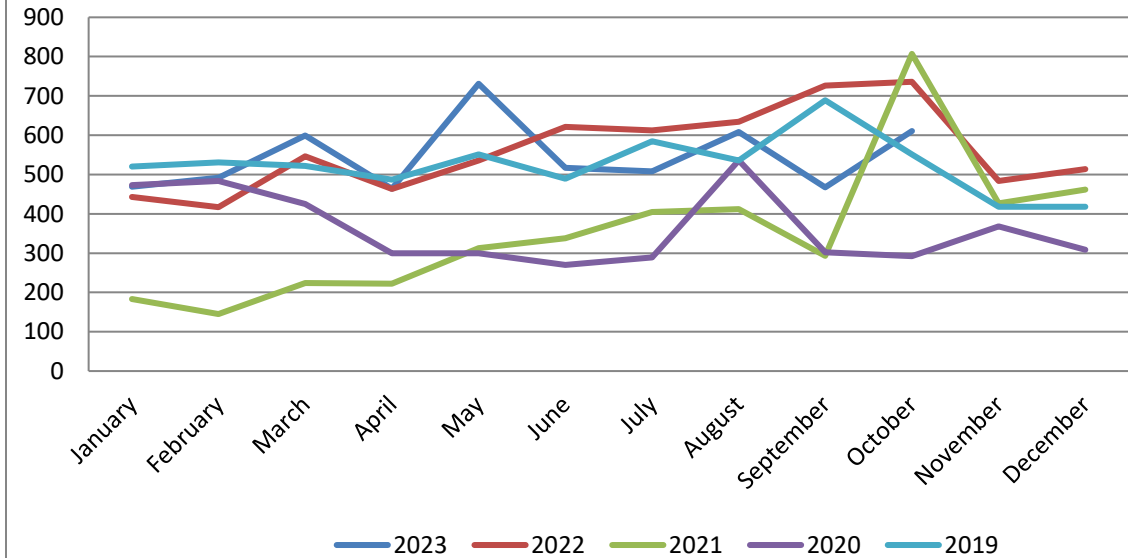
Self-directed/Passive Activities (activity that does not meet program definition)	Programs	Attendance
	8	235

Circulation Growth 2019-2023

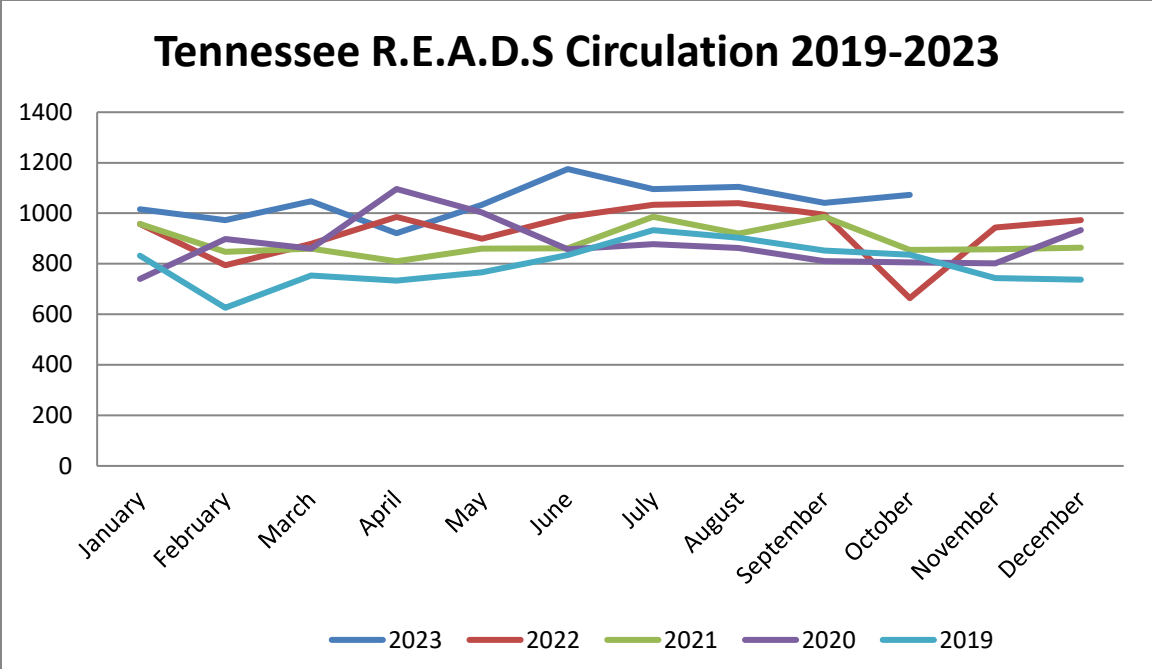


* As of 10/31/2023

Computer Usage 2019-2023



* As of 10/31/2023



*** As of 10/31/2023**

RESOLUTION 2023-11-04

**A RESOLUTION AUTHORIZE SUBMISSION OF AN INFRASTRUCTURE
PLANNING GRANT OFFERED BY TENNESSEE DEPARTMENT OF
ECONOMIC AND COMMUNITY DEVELOPMENT**

WHEREAS, funds have been authorized and appropriated by the state of Tennessee to be used to assist communities to understand their utility needs and plan for future work. The Tennessee Department of Economic and Community Development (TNECD) is offering this grant; and

WHEREAS, TNECD stipulate funds must be for water system mapping and modeling, water system analysis, sewer system mapping and modeling, sewer system and asset management plans; and

WHEREAS, the City of Munford owns and operates a wastewater system that provides services to residents of Munford, Atoka, and Brighton in Tipton County; and

WHEREAS, the City of Munford desires assistance for sewer system analysis, asset management planning and Sewer system mapping; and

WHEREAS, the City of Munford grant application request is \$341,250, and will require a 5% match of \$17,062.50 if grant is approved.

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

Section 1. The City of Munford would provide the required match of 5% of the total project cost as identified in their application if grant approved.

Section 2. The City of Munford will accept financial responsibility for any cost overruns needed to complete the projects as proposed and in compliance with grant requirements.

Section 3. That Mayor Dwayne Cole, as the Chief Elected Official, and Sherry Yelvington, City Recorder/Treasure are authorized and is hereby instructed, to sign all papers in connection with said Resolution.

Section 4. The Board of Mayor and Alderman of the City of Munford hereby give permission to submit and application and enter into grant contract if awarded by TNECD.

Passed and Adopted by the Board of Mayor and Alderman of the City of Munford, Tennessee on the ____ day of _____, 2023.

Dwayne Cole, Mayor

Sherry Yelvington, City Recorder

City of Munford
Opinion of Probable Cost
November 7, 2023

<u>Item No</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
<u>Sewer System Analysis</u>					
1	Clean & Camera	30000	LF	\$ 4.00	\$ 120,000.00
2	Smoke Testing	30000	LF	\$ 1.00	\$ 30,000.00
3	Manhole Inspections	125	EA	\$ 300.00	\$ 37,500.00
4	I&I Reduction Plan	1	LS	\$ 12,500.00	\$ 12,500.00
<u>Asset Management Plan</u>					
1	Asset Management Plan	1	LS	\$ 75,000.00	\$ 75,000.00
<u>Sewer System Mapping</u>					
1	Mapping	1	LS	\$ 50,000.00	\$ 50,000.00
Subtotal					\$ 325,000.00
Grant Administration					\$ 16,250.00
Total Project					\$ 341,250.00
City Match					\$ 17,062.50



CHECKS OVER \$10,000

October 2023

<u>PAYABLE TO</u>	<u>CHECK #</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Altec Nueco LLC	22817	\$175,000.00	Bucket Truck
Cigna Healthcare	22899	\$ 73,286.83	Insurance (68,930.88) and HRA (4,355.95)
Climer Paving LLC	22822	\$ 27,330.09	Simmons Road paving
Ford of Murfreesboro	22837	\$ 76,172.00	Police Vehicles
Fowler Paving	22838	\$ 13,595.00	Plum Tree, College, Vermont, Watson
J.R. Stewart Pump	22951	\$ 17,897.98	2 pumps at Surreywood
Jack Tyler Engineering	22852	\$ 11,944.20	½ hp Drenco pump
Southwest TN Electric	22880	\$ 30,134.96	Electrical Service (August-September)
	22973	<u>8,479.35</u>	Electrical Service (August-September)
	Total Southwest Elect	\$ 38,614.31	
TN Energy Acquisition Corp	22892	\$ 33,081.18	Natural Gas Purchase/Transport
Waste Pro	22902	\$ 24,690.89	Solid Waste
Wex Bank Valero	22917	\$ 14,304.15	Fuel
	Total	\$ 505,916.63	

Upcoming Meeting Dates and Events

December 2023

Dec 2 (Saturday)

5:00 Celebrate Christmas Parade and Tree Lighting

Dec 7 (Thursday)

4:00 Public Works/General Welfare Committee @Public Works

Dec 11-20

"My Kind of Giving" selections available at City Hall

Dec 12 (Tuesday)

6:30 Planning Commission

Dec 21 (Thursday)

2:30 Birthday Coffee

4:00 Parks & Rec/Public Safety Committee

Dec 22-25 (Friday and Monday)

*** All City Offices closed in Observance of Christmas Eve and Christmas***

Dec 26 (Monday)

7:00 BOMA Meeting



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
November 14, 2023

The regular monthly meeting of the Munford Municipal-Regional Planning Commission was cancelled due to no business. The cancelation of this meeting was published on the City of Munford Web Site and the City of Munford Facebook page.

Roy Meadors, Chairman

John Moren - Secretary

Barbara Younger, Recording Secretary