



**Town of Mason  
Mayor & Board of Alderman  
Board Meeting Minutes  
Monday June 26, 2023, 6:32PM**

**CALL TO ORDER:** Mayor Eddie Noeman

**OPENING PRAYER:** Alderman Celia Chastain

**ROLL CALL:** Mayor Eddie Noeman, Alderman Celia Chastain, Alderman Virginia Rivers, Alderman Mary Mason, Alderman Alethea Harris, Alderman Shate' Toliver and Town Recorder Lureatha Harris (Vice Mayor Carolyn Catron was absent)

**OTHERS IN ATTENDANCE:** Norma Davis, Office Manager/HR; Ronda and Cortez Hughey, Financial Consultants; Elaine Allen, IT Consultant; Rick Jewell, Chief of Police; Lt. Marvin Norfolk, MPD; Tanner Jenkins, Fire Chief; Rose Mackey Lt. Fire Department; Jordan McKenzie, Town Planner; and Terry Clayton, Esq. City Attorney

**VISITORS:** Jonathan Mosley, Jessica Mosley, Vicky Whitley, Francis Gooden, Liz Hayes, Doug Byerly, Helen Kimble, Lela Fields, Shannon Brown, April Patton, Tom Emerson Jr., Greg Dotson, Drew Gaskins, Michael Harris, Laloma Harris, Chelsey Lomax, Gloria Whitley, Justin Harris, Dennis Freeman, Marcie Phelps, Margaret Adams, Ruby Kelly, and Annie Boyce

**Adoption of the Mayor and Board of Alderman Board Meeting Minutes of May 15, 2023**

Alderman Harris made a motion to adopt the Mayor and Board of Alderman Board Meeting Minutes of May 15, 2023, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 3-2 (Alderman Rivers and Alderman Toliver voted no)

**OLD BUSINESS:**

- **ZONING TEXT AMENDMENT FOR REDUCTION OF PARKING REQUIREMENTS**

**(Second reading)**

Alderman Toliver made a motion to accept a **ZONING TEXT AMENDMENT FOR REDUCTION OF PARKING REQUIREMENTS (Second reading)**, and the motion was 2<sup>nd</sup> by Alderman Harris: vote passed 5-0

- **ELBERISHY SUBDIVISION ON GAINESVILLE ROAD REQUEST ZONING FROM COMMERCIAL TO RESIDENTIAL B-1 TO R-2 (SITE PLAN INCLUDED)**

Mr. Ben Smith said this was for Lot C1 and Lot C2 for a final reading, and a Phase 1 Environmental Study would be done. Mr. Smith explained that there are two reasons for rezoning property by changing the property from business to residential, and the case of spot zoning. Mr. McKenzie emphasized that this was for land use only.



## **OLD BUSINESS:**

Alderman Harris made a motion to accept the **ELBERISHY SUBDIVISION ON GAINESVILLE ROAD REQUEST ZONING FROM COMMERCIAL TO RESIDENTIAL B-1 TO R-2 (SITE PLAN INCLUDED)**, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 3-2 (Alderman Rivers and Alderman Toliver voted no)

## **NEW BUSINESS:**

- **CONSOLIDATED PIPE AND SUPPLY CO., INC. - DIGITAL METERS (SHANNON BROWN)**  
Mr. Brown passed out manuals and gave a thorough presentation of the benefits of the digital meters with the pricing compared to G & C Supply Co., Inc. After much discussion Alderman Rivers informed Mayor Noeman that the Board had previously voted for G & C Supply and the process would need to be reopened for new bids. Mayor Noeman said the discussion would be continued in a Special Call Meeting.
  - **USG WATER SOLUTIONS - DIGITAL METERS (TRACY FEARNLEY) /Unavailable**
  - **G & C SUPPLY CO., INC. – DIGITAL METERS/ Unavailable**
  - **WEST TENNESSEE COMMUNITY PLANNING SERVICES (TENNESSEE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT (DREW GASKINS)**  
Mr. Grisham Smith shared information regarding distributing funds, and the procurement process for on call contract for planning services paid 100% by the state. Identify and share resources through Community Impact Meetings, assist communities managing growth, and lead regional and community planning efforts.
  - **SIGN ORDINANCE (First Reading)**  
Alderman Toliver made a motion to accept the **Sign Ordinance (First Reading)**, and the motion was 2<sup>nd</sup> by Alderman Harris: vote passed 5-0
  - **RESOLUTION TO PURSUE A TOWN COMPREHENSIVE PLAN (DISCUSSION)**  
Mr. McKenzie said this would allow for getting serious about finding funds, the elements of housing, transportation, development, land use, and every aspect of the town. Alderman Mason made a motion to accept a **RESOLUTION TO PURSUE A TOWN COMPREHENSIVE PLAN**, and the motion was 2<sup>nd</sup> by Alderman Toliver: vote passed 5-0
- JONATHAN FLYNT with LRK** – Spoke about Tipton together engagement, looking at choices, varieties, and improvements. Understanding issues on a local level, in person engagements, future land use growth, making informed decisions. Transform how buildings and communities are designed, built, and operated, enabling an environmentally and socially responsible, healthy, and prosperous environment that improves the quality of life.



**City Attorney:** Terry Clayton, Esq. City Attorney

Attorney Clayton spoke about the court case coming up this week regarding the damage at the Regulator Station in Richland Hills. The lawsuit with Barnett Restoration Company is still pending, and a lawsuit was filed by a resident regarding water damage. Alderman Harris made a motion to accept the City Attorney Report, and the motion was 2<sup>nd</sup> by Alderman Chastain: vote passed 5-0

**Economic & Community Development and Office Manager**

Norma Davis, Office Manager

Alderman Harris made a motion to accept the Economic & Community Development and Office Manager Report, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 5-0

**HR Department**

Norma Davis, HR

Ms. Davis was asked by the Board to provide job descriptions, pay, and drug screenings.  
(No report was passed)

**Finance and Administration Department**

Ms. Hughey presented the reports for expenses, expenditures, and net incomes for all accounts. Mayor Noeman said he should have an answer on tomorrow 6-27-2023, regarding the gas loss by Blue Oval. Mrs. Hughey reported that there was a significant water loss for the month of May. Alderman Rivers asked to have the legal attorney handle the situation, but Mayor Noeman said he's working on a plan with CSX and working hard to clear findings.

Account balances were presented to the Board by Ms. Hughey. FDIC limits \$250,000 per account. Options were to move funds into an interest-bearing account at 4.5%, and 600,000 was moved into a one-year CD into the Water Account Funds, with the Bank of Mason/Fayette several months ago. Ms. Hughey said there are three accounts remaining over the \$250,00 threshold, and suggested checking to see if rates have changed, and checking into a short-term investment, or other money market accounts. Mayor Noeman said he would send out information from the bank. Alderman Harris made a motion to take anything over the \$250,000 limit and shop around for the best interest rate for the town with a short-term investment, and the motion was 2<sup>nd</sup> by Alderman Toliver: vote passed 5-0 A Special Call Finance Meeting will be held at the Mason City Hall on Thursday, June 29, 2023, at 6:00PM, for the FY23 Budget Amendment. Ms. Tuggle the CPA has submitted to the State Agreed Upon Procedures for April.

Alderman Rivers and Toliver had concerns about Police and Public Work Departments, vehicles being put in the form of a policy, regarding who can and cannot drive them for responsibility purposes, and mileage. Alderman Toliver made a motion to put a policy in place for responsibility purposes of the Police and Public Works Vehicles, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 5-0

**Fire Department**

Tanner Jenkins, Fire Chief

The department is still awaiting the completion of the approved purchase of the two needed fire engines from San Bruno, California to immediately replace Engine 71 and Engine 72. These vehicles are required to maintain minimal response levels for the Town of Mason and their absence is continuing to strain available resources while limiting the department's abilities to respond to emergencies. Their absence also places unnecessary wear and tear on the two remaining and functioning vehicles. In the last year, the



department has received the necessary grants to fully equip its entire fleet (including these two engines) to NFPA 1901. Alderman Rivers said the Board voted twice for those fire engines. Mayor Noeman asked Mrs. Hughey to get in touch with the Comptrollers Office for the Fire Department.

The department is requesting board approval for the purchase of four self-contained breathing apparatus (SCBA), eight 4500 PSI carbon fiber cylinders, and four face pieces through grant funds received from the awarded \$72,165.00 Volunteer Firefighter Equipment & Training Grant (VFEAT) awarded to Mason Fire Department in February 2023. Three quotes have been obtained in listed amounts below and each has had a demo session with fire department personnel: • \$43,540.00 MSA G1 – Safe Industries • \$36,128.00 SCOTT X3 Pro – Municipal Emergency Services • \$35,629.60 Drager – Nafeco

Chief Jenkins said the MSA Packs are most compatible, and Alderman Toliver made a motion to approve the MSA Pack \$43,540.00 MSA G1, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 5-0

### **Parks & Public Works Department**

Rudolph Middlebrooks, Interim Director

Alderman Rivers asked Mayor Noeman if he would allow Public Works to purchase cold packs for street paving, and Mayor Noeman approved. Alderman Mason made a motion for the approval of the purchase of the cold packs, and the motion was 2<sup>nd</sup> by Alderman Rivers: vote passed 5-0

### **Police Department**

Chief Richard Jewell

Chief Jewell introduced Officer Dennis Freeman to Mayor Noeman and the Board as a possible new officer. Mr. Freeman is certified in the State of Mississippi and need to go to transition school to be certified in the State of Tennessee.

Alderman Toliver made a motion to accept the Police Department Report and the motion was 2<sup>nd</sup> by Alderman Chastain: vote passed 4-1  
(Alderman Harris voted no because she did not receive the report)

### **Mayor's Period:**

#### **Constituents Comments/Concerns: (2 minutes)**

Mr. Doug Byerly had a concern but left the meeting early

Mr. Jonathan & Jessica Mosley spoke to Mayor Noeman and the Board about their background in Project Management along with volunteer communicating, identifying issues, and working with grants for nonprofits. Mr. & Mrs. Mosley assist Urban Cities in Memphis TN.

**ANNOUNCEMENTS:** Mr. Jordan McKenzie the Town Planner will be leaving the Town of Mason as the City Planner as of June 30, 2023. Mr. McKenzie was **\*Congratulated for a Job Well-done\***

**CLOSING PRAYER:** Alderman Harris

### **MOTION TO ADJOURN:**

Alderman Toliver made a motion to adjourn the meeting and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 5-0 (Meeting adjourned at 9:57PM)

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Eddie Noeman, Mayor

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Date

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Lureatha Harris, Town Recorder