



**Town of Mason  
Mayor & Board of Aldermen  
Board Meeting Minutes  
Monday, November 22, 2021, 6:59PM**

**CALL TO ORDER:** Mayor Emmit Gooden

**OPENING PRAYER:** Vice Mayor Virginia Rivers

**ROLL CALL:** Mayor Emmit Gooden, Vice Mayor Virginia Rivers, Alderwoman Celia Chastain, Alderwoman Shate' Toliver, Alderman Sylvester Harvey, Alderman Eddie Noeman, Alderwoman Carolyn Catron, and Town Recorder Lureatha Harris

**OTHERS IN ATTENDANCE:** Norma Davis, Assistant to the Mayor/Office Manager; Reva Marshall, Financial Officer; Matallee Hall, Public Works Director; Rick Jewell, Chief of Police; Lieutenant Charles Coleman; Tanner-Jenkins, Fire Chief; Terry Clayton, Esq. City Attorney; Elaine Allen, I/T Consultant, and Benitra Harvey, I/T Assistant.  
(Mrs. Ronda Hughey, Financial Consultant was absent)

**Adoption of the Board Meeting Minutes of October 18, 2021**

A motion was made by Alderwoman Catron to adopt the Board Meeting Minutes of October 18, 2021, and the motion was 2<sup>nd</sup> by Alderwoman Toliver: vote passed 6-0

**Adoption of the Special Call Board Meeting Minutes of October 28, 2021**

A motion was made by Alderwoman Toliver to adopt the Special Call Board Meeting Minutes of October 28, 2021, and the motion was 2<sup>nd</sup> by Alderwoman Chastain: vote passed 6-0

**Adoption of the Finance Committee Meeting Minutes of November 18, 2021**

A motion was made by Alderwoman Catron to adopt the Finance Committee Meeting Minutes of November 18, 2021, and the motion was 2<sup>nd</sup> by Alderwoman Chastain: vote passed 4-2  
(Alderman Harvey and Alderman Noeman voted no)

**OLD BUSINESS:**

**1. A RESOLUTION TO COMMIT TO IMPLEMENT THE COMPLETE STREETS PLAN STUDY FOR THE TOWN OF MASON, TENNESSEE**

Ms. Norma Davis informed the Board that TDOT (Tennessee Department of Transportation) required corrections on the verbiage and the date changed from January 25, 2021, to November 22, 2021. A motion was made by Vice Mayor Rivers for **A RESOLUTION TO COMMIT TO IMPLEMENT THE COMPLETE STREETS PLAN STUDY FOR THE TOWN OF MASON, TENNESSEE** and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 6-0

**2. A RESOLUTION TO APPROVE AND ADOPT THE COMPLETE STREETS PLAN STUDY FOR THE TOWN OF MASON, TENNESSEE**

Ms. Norma Davis informed the Board that this was a Resolution opposed to a Proclamation that



required a change in the verbiage. A motion was made by Vice Mayor Rivers for **A RESOLUTION TO APPROVE AND ADOPT THE COMPLETE STREETS PLAN STUDY FOR THE TOWN OF MASON, TENNESSEE** and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 6-0

**3. MUNICIPAL FLOODPLAIN ZONING ORDINANCE (2nd READING)**

**AN ORDINANCE ADOPTED FOR THE PURPOSE OF AMENDING THE TOWN OF MASON, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF MASON, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM.** A motion was made by Alderwoman Chastain to accept the **MUNICIPAL FLOODPLAIN ZONING ORDINANCE (2nd READING)**

**AN ORDINANCE ADOPTED FOR THE PURPOSE OF AMENDING THE TOWN OF MASON, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF MASON, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM,** and the motion was 2<sup>nd</sup> by Alderwoman Catron: vote passed 6-0

**NEW BUSINESS:**

**1. DISCUSS FEE AMOUNTS FOR PUBLIC NOTICES AND HEARINGS**

A motion was made by Vice Mayor Rivers to charge the constituents, the required fee amount requested by the Covington Leader for publication, and there would be an additional administrative fee of \$25.00, required from the constituents. The motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 6-0

**2. AN ORDINANCE AMENDING THE TEXT OF THE MASON MUNICIPAL ZONING ORDINANCE BY STORMWATER STANDARDS FOR SITE PLAN REVIEW (1<sup>ST</sup> READING)**

A motion was made by Alderman Harvey to accept **AN ORDINANCE AMENDING THE TEXT OF THE MASON MUNICIPAL ZONING ORDINANCE BY STORMWATER STANDARDS FOR SITE PLAN REVIEW (1<sup>ST</sup> READING)**, and the motion was 2<sup>nd</sup> by Alderwoman Toliver: vote passed 6-0

**3. WATER, AND WASTEWATER FEE INCREASES**

Mayor Gooden recommended a 3% rate increase beginning January 1, 2022, and a 2% rate increase every fiscal year, beginning July 1, 2022, as an annual increase on water, and wastewater utilities. A motion was made by Vice Mayor Rivers to accept a 3% rate increase beginning January 1, 2022, and a 2% rate increase every fiscal year, beginning July 1, 2022, as an annual increase on water, and wastewater utilities and the motion was 2<sup>nd</sup> by Alderwoman Chastain: vote passed 4-2

(Alderwoman Toliver and Alderman Noeman voted no).

The last fee increase on water utilities was passed in June of 2017, for FY2018.

The amount would be an increase of \$1.94 for residents which reside inside the city limits, and about \$0.92 for residents that reside outside of the city limits



#### **4. PROPERTY TAX INCREASES**

Mayor Gooden recommended a \$0.25 cent rate increase on property taxes beginning fiscal year July 1, 2022. A motion was made by Vice Mayor Rivers to accept a \$0.25 cent rate increase on property taxes beginning fiscal year July 1, 2022, and the motion was 2<sup>nd</sup> by Alderwoman Toliver: vote passed 6-0

The last property tax rate increase was passed in June of 2017, for FY 2018.

The amount of the increase would change from \$1.4635 to \$1.7135

**City Attorney:** Terry Clayton, Esq. City Attorney (No report)

#### **Economic & Community Development and Office Manager**

Norma Davis, Assistant to the Mayor

A motion was made by Alderwoman Catron to accept the Economic & Community Development and Office Manager Report, and the motion was 2<sup>nd</sup> Alderman Noeman: vote passed 6-0

#### **HR Department**

Michele Scott, HR Manager

Ms. Scott informed the Board, that she was working to close a legal report, and working on a Workman's Compensation case. Blue Cross Blue Shield of Tennessee will be presenting information on wellness initiatives for employees.

#### **Finance and Administration Department**

Reva Marshall, Financial Officer

The Finance Committee Meeting was held on November 18, 2022, and accepted for approval.

The next Finance Committee Meeting will be held on December 9, 2021, and the next Board Meeting is scheduled for December 13, 2021. These Meetings are scheduled at 6:30pm.

#### **Fire Department**

Tanner Jenkins, Fire Chief

A motion was made by Alderwoman Toliver to accept the Fire Department Report, and the motion was 2<sup>nd</sup> by Alderman Noeman: vote passed 6-0

A motion was made by Alderwoman Toliver to accept a grant approval for \$3,927.50, for Municipal Emergency Services, and for the Town of Mason to pay the additional costs for as needed equipment for the Fire Department. The motion was 2<sup>nd</sup> by Alderwoman Chastain, and the vote passed 6-0.

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

Matalee Hall, Public Works Director

A motion was made by Alderwoman Chastain to accept the Parks & Public Works Department Report, and the motion was 2<sup>nd</sup> by Alderwoman Catron: vote passed 6-0



**Police Department**

Chief Richard Jewell

A motion was made by Alderwoman Toliver to accept the Police Department Report, and the motion was 2<sup>nd</sup> by Alderwoman Chastain: vote passed 6-0

Mr. David Hamilton **donated** two (2) moving radar units to the Police Department. Mr. Hamilton also donated two (2) Black Ford Explorers and will be donating another Black Ford Explorer to the Police Department. Mayor Gooden and the Board of Aldermen applauded Chief Jewell, and Mr. Hamilton for his many acts of kindness and the generous donations received.

Chief Jewell recommends raising the court costs for the next Board Meeting in December, and Alderwoman Chastain recommend discussing the fee schedules, for the Town of Mason.

**Mayor's Period:**

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

**ANNOUNCEMENTS:** Mayor Gooden announced that December 11, 2021, from 1pm to 3pm there will be a Breakfast with Santa held at the Mason Fire Department. Mayor Gooden will donate hot dogs, condiments, and juices. Pictures with Santa will be available!

**CLOSING PRAYER:** Alderwoman Celia Chastain

**Motion to Adjourn:** Alderwoman Catron made a motion to adjourn, and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 6-0 (Meeting adjourned at 8:49PM)

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Emmit Gooden, Mayor

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Date

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Lureatha Harris, Town Recorder