



**Town of Mason
Mayor & Board of Alderman
Board Meeting Minutes
Monday April 17, 2023, 6:30PM**

CALL TO ORDER: Mayor Eddie Noeman

OPENING PRAYER: Vice Mayor Carolyn Catron

ROLL CALL: Mayor Eddie Noeman, Vice Mayor Carolyn Catron, Alderman Celia Chastain, Alderman Virginia Rivers, Alderman Mary Mason, Alderman Alethea Harris, and Town Recorder Lureatha Harris (Alderman Shate' Toliver arrived at 6:40PM)

OTHERS IN ATTENDANCE: Norma Davis, Office Manager/HR; Ronda & Cortez Hughey, Financial Consultants; Elaine Allen, IT Consultant; Rick Jewell, Chief of Police; Lt. Marvin Norfolk, MPD; Rudolph Middlebrooks, Interim Public Works Director; Tyrone Gayden, Utility Worker for PW; and Tanner Jenkins, Fire Chief

VISITORS: Sylvester Harvey, Mitchell Carver, April Patton, and Linda Smith

Adoption of the Mayor and Board of Alderman Meeting Minutes of March 20, 2023

Alderman Mason made a motion to adopt the Board Meeting Minutes of March 20, 2023, and the motion was 2nd by Vice Mayor Catron: vote passed 5-0

Adoption of the Special Call Financial Administrative Meeting Minutes of March 23, 2023

Alderman Chastain made a motion to adopt the Special Call Financial Administrative Meeting Minutes of March 23, 2023, and the motion was 2nd by Alderman Alethea Harris: vote passed 5-0

Adoption of the Beer Board Committee Meeting Minutes of April 10, 2023

Alderman Rivers, and Alderman Chastain withdrew their votes for the approval of the adoption of the Mayor and Board of Alderman Beer Board Committee Meeting Minutes of April 10, 2023.

Alderman Rivers and Alderman Chastain requested that Mr. Frazier obtain a Certificate of Occupancy and have the Building Inspected. Alderman Toliver made a motion to table the Beer Board Committee Meeting Minutes, and the motion was 2nd by Alderman Rivers, and it was a unanimous vote to table the Beer Board Committee Meeting Minutes.

Adoption of the Mayor and Board of Alderman Financial Committee Meeting Minutes of

April 13, 2023. Vice Mayor Catron made a motion to adopt the Finance Committee Meeting Minutes of April 13, 2023, and the motion was 2nd by Alderman Harris: vote passed 4-2 (Alderman Mason and Toliver voted no).



OLD BUSINESS:

NEW BUSINESS:

PROCLAMATION:

**54th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
April 30 - May 6, 2023**

The 54th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK April 30 – May 6, 2023, was read by Ms. Lureatha Harris.

Mayor Noeman informed Ms. L. Harris that the city would pay for the Hotel Stay for the TAMCAR Spring Conference, and the gas for travel, but **NO Credit Card.**

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

Economic & Community Development and Office Manager
Norma Davis, Office Manager

Alderman Toliver made a motion to accept the Economic & Community Development and Office Manager Report, and the motion was 2nd by Alderman Rivers: vote passed 6-0

HR Department

Norma Davis

Norma Davis attended the Human Resources Training Class presented by MTAS entitled, “Refining Your HR Core Processes,” in Nashville, TN on March 30, 2023. Ms. Davis will be working on the pay analysis report and updating job descriptions with Mr. Voss, at MTAS. Alderman Harris made a motion to accept the HR Department Report, and the motion was 2nd by Vice Mayor Catron: vote passed 6-0

Finance and Administration Department

Ronda & Cortez Hughey Financial Consultants

Mrs. Hughey stated that the FY22 Audit Draft was finalized and submitted, and the next steps include staying on budget for the remaining three months. Eight findings were clear, and the Finance Team is working on another eight findings and will work on policies and procedures. Rates will be gathered for moving monies (CD’s) into the proper account.

Vice Mayor Catron made a motion to accept the Finance and Administration Department Report, and the motion was 2nd by Alderman Chastain: vote passed 6-0



Fire Department

Tanner Jenkins, Fire Chief

All fire hydrants within the city limits have received their annual inspections for 2023. Several hydrants need immediate maintenance or replacement to ensure adequate fire protection.

Truck 73 is expected to have repairs completed prior to the end of the month to return to service.

Alderman Chastain questioned Mayor Noeman about the emergency letter to the Comptrollers regarding the Fire Engines. Mayor Noeman said he would get the letter this week.

Vice Mayor Catron made a motion to accept the Fire Department Report, and the motion was 2nd
By Alderman Harris: vote passed 6-0

Parks & Public Works Department

Rudolph Middlebrooks, Interim Director

Alderman Rivers questioned the manhole covers; Mr. Middlebrooks responded that the manhole covers are \$600.00 per cover. Mr. Middlebrooks said after putting things in place, there were no more mops, mop handles, and rags found underneath the covers. Both pumps were fixed on Gainesville Lane. The volute is a curved funnel that increases in area as it approaches the discharge port. Mr. Middlebrooks said the volute has a crack in it, and it keeps the water pressure down.

Sunday April 16, 2023, a pump failed, and NWS (National Water Service) was contacted. In the past the raw wells produced sand and they burnt out. Mayor Noeman, Rudolph Middlebrooks, Chris Taylor, and Mr. Hall worked with the problem on Sunday April 16, 2023, to correct the problem with the water.

Mayor Noeman said he found six more water leaks. Mr. Middlebrooks reported that Mason Charleston Road and the Lift Station has back-up, into some of the constituents' homes.

The pressure of the water shoots it up into the air opposed to pushing it down. Mayor Noeman said he called someone to purchase the part (flow valve) for repairs because this was a fault of the city.

Mrs. Linda Smith

Mrs. Smith informed Mayor Noeman and the Board about repairs needed in her home regarding water damage when it rains. Mrs. Smith said her commodes and tub backup with sewer, and stated she has dealt with the problem for about the last thirty years. Mrs. Smith

said she is looking into hiring an Attorney, due to the serious issues as cracked tile, vanity issues, and mold. When the pumps shut off, Mrs. Smith said she can expect a disaster. Mayor Noeman said he will solve the problem in a week. Mayor Noeman said the part was ordered to repair the problem.

(Street Patching) – Mayor Noeman recommends holding up on cold packs for street patching, and pave the streets opposed to patching them.

Alderman Toliver made a motion to accept the Parks & Public Works Department Report, and the motion was 2nd by Alderman Rivers: vote passed 6-0



Police Department

Chief Jewell and Alderman Harris are working on a Grant that should be received by the end of May. The Grant has been approved but not received, and the information will be submitted to Finance. Alderman Harris made a motion to accept the Police Department Report, and the motion was 2nd by Alderwoman Catron: vote passed 6-0

Charter Revisions

Alderman Rivers questioned the revisions requested to amend the Towns' Charter, and Mayor Noeman said he would have a Special Call Meeting to do so.

Mayor's Period:

Constituents Comments/Concerns: (2 minutes)

ANOUNCEMENTS:

CLOSING PRAYER: Alderwoman Shate' Toliver

MOTION TO ADJOURN: Alderman Chastain made a motion to adjourn, and the motion was 2nd by Alderman Mason: vote passed 6-0 (Meeting adjourned at 8:15PM)

Eddie Noeman, Mayor

Date

Lureatha Harris, Town Recorder

