



**Town of Mason  
Mayor & Board of Aldermen  
Board Meeting Minutes  
Monday, May 23, 2022, 6:49PM**

**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, and Town Recorder Lureatha Harris (Alderwoman Carolyn Catron was absent)

**OTHERS IN ATTENDANCE:** Norma Davis, Assistant to the Mayor/Office Manager; Reva Marshall, Financial Officer; Ronda & Cortez Hughey, Financial Consultants; Matallee Hall, Public Works Director; Rick Jewell, Chief of Police; Tanner-Jenkins, Fire Chief; Terry Clayton, Esq. City Attorney; and Benetra Harvey I/T Consultant.

**VISITORS:** Renea McBride

**Adoption of the Board Meeting Minutes of April 25, 2022**

Alderman Harvey made a motion to adopt the Board Meeting Minutes of April 25, 2022, and the motion was 2<sup>nd</sup> by Alderwoman Chastain: vote passed 5-0 **\*Vice Mayor Rivers requested a correction on the City Attorney Report, page 2- the FY21 Audit was stated as complete however that was input in error. The correction was that the FY21 Audit has not been completed. Ms. Harris will make the correction.**

**Adoption of the Special Call Board Meeting Minutes of May 2, 2022**

Alderman Noeman made a motion to adopt the Special Call Board Meeting Minutes of May 2, 2022, and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 5-0

**Adoption of the Town Hall Meeting Minutes of May 9, 2022**

Alderman Noeman made a motion to adopt the Town Hall Meeting Minutes of May 9, 2022, and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 5-0

**Adoption of the Town of Mason Finance Committee Meeting Minutes of May 19, 2022**

Alderman Harvey made a motion to adopt the Finance Committee Meeting Minutes of May 19, 2022, and the motion was 2<sup>nd</sup> by Vice Mayor Rivers: vote passed 4-1 (Alderman Noeman voted no)



**OLD BUSINESS:**

**NEW BUSINESS:**

- **RECOMMENDATION TO AMEND THE ZONING MAP FOR THE TOWN OF MASON**  
**R-4 MOBILE HOME PARK**  
**B-2 CENTRAL BUSINESS**  
**M-1 INDUSTRIAL**  
**S-1 SPECIAL IMPACT**

Alderwoman Toliver made a motion to accept a Recommendation to Amend the Zoning Map for the Town of Mason- R-4 Mobile Home Park, B-2 Central Business, M-1 Industrial, and S-1 Special Impact and the motion was 2<sup>nd</sup> by Alderman Noeman: vote passed 5-0

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

Waste Pro-The date of renewal is September 1, 2023, if the Town of Mason is not going to renew the contract with Waste Pro, contact would be required in writing 180 days prior to the renewal date.

The duties of the Certified Public Account (CPA) need to be crystalized per Attorney Clayton. A contract will be drafted by Attorney Clayton to submit to Mayor Gooden, and the Board for review and approval of the duties of the CPA Mr. Booker T. Camper Jr.

Mr. Hall will provide Attorney Clayton with pictures and receipts of the auto accident that occurred in Richland Hills, that involved the regulator station.

Alderman Harvey made a motion to accept the City Attorney Report, and the motion was 2<sup>nd</sup> by Alderman Noeman: vote passed 5-0

**Economic & Community Development and Office Manager**

Norma Davis, Assistant to the Mayor

The Town of Mason's NPDES Permit renewal for the Wastewater Treatment Plant was **accepted** by the State of Tennessee.

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

**HR Department**

Michele Scott, HR Manager

No report

**Finance and Administration Department**

Reva Marshall, Financial Officer

A line item will be added to the income statement report for liquor tax revenue and donations. Beginning July 1, 2022, a line item will be entered under revenue. Alderman Noeman made a motion to open a donations account as a separate account, and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 5-0 Alderman Harvey made a motion to accept the Finance and Administration Department Report, and the motion was 2<sup>nd</sup> by Alderwoman Toliver: vote passed 4-1 (Alderman Noeman voted no)



### **Fire Department**

Tanner Jenkins, Fire Chief

Vice Mayor Rivers commended Chief Jenkins on a **“JOB WELL DONE,”** regarding a citizen being trapped in a motor vehicle accident. Chief Jenkins mentioned old doors needs replacing at the Fire Department. Mayor Gooden recommend that Chief Jenkins obtain quotes for the doors to have something in mind for the fees because Mayor Gooden is unable to make any promises for the purchase. Major expenses must be approved through the Comptrollers Office. Alderman Harvey made a motion to accept the Fire Department Report, and the motion was 2<sup>nd</sup> by Alderwoman Chastain: vote passed 5-0

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

Matalee Hall, Public Works Director

Mayor Gooden **“Thanked”** Mr. Hall and his Staff for repairing a water main in the flood and rain. Public Works needs a work duty truck and prices were obtained by Mr. Hall and quoted to the Board. Bids included Freedom Chevy \$39,000 for a 2022, King Cotton in Covington \$64,000 for a 2019, Chevrolet \$62,000 for a 2022 and Millington Ford \$38,555 for a 2021. Another alternative would be to purchase a new motor for \$8,600 and place the motor in the Code Enforcement vehicle for the Fire Department. This would free both Mr. Hall and Chief Jenkins from driving their own personal vehicles for on duty use. Monies are available from the water, sewer, and gas department to purchase a truck for the Public Works Department and through a Government Program.

Alderwoman Toliver made a motion that all vehicles be dependable for Public Works and the Fire Department, and to purchase the truck for \$39,000 and repair the motor for \$8,600 and the motion was 2<sup>nd</sup> by Alderman Noeman: vote passed 5-0. After much discussion, Alderman Noeman said he would like to take Mr. Hall with him to the auto auction to purchase a vehicle for a more reasonable price than the above-mentioned quotes. Alderman Harvey made a motion to allow Mr. Hall permission to go with Alderman Noeman to the auto auction in search of a more reasonable price for purchasing a vehicle, and the motion was 2<sup>nd</sup> by Alderwoman Toliver: vote passed 5-0. This would be after the Comptrollers review for approval. Alderman Harvey made a motion to accept the Parks & Public Works Department Report and the motion was 2<sup>nd</sup> by Vice Mayor Rivers: vote passed 5-0

### **Police Department**

Chief Richard Jewell

Vice Mayor Rivers had a concern about the number of citations written per officer. One part-time officer wrote more tickets than the full-time officers did for each month. Vice Mayor Rivers requested a breakdown of tickets written per officer. Chief Jewell said sometimes an officer is working on another assignment, but he will have a discussion with the officer to generate more citations as offenses occur. Alderwoman Toliver made a motion to accept the Police Department Report, and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 5-0

### **Mayor’s Period:**

Mayor Gooden asked Ms. McBride about the quarterly newsletter for the Town, and she will check into it in about a week or so.

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



**ANNOUNCEMENTS:**

Vice Mayor Rivers and Mayor Gooden recommendations...

Resuming Committee Meetings for Ordinances, Resolutions, and Polices stated by Ronnie Neill, and Ricky Oakley. Need a City Planner and an Interim City Manager, Mayor Gooden recommend replacing the Code Enforcement Officer.

Mayor Gooden will meet with Vice Mayor Rivers to gather dates for the Meetings at the next Board Meeting on 6-22-2022.

Alderswoman Toliver made a motion to accept Attorney Clayton as the Interim City Manager, and the motion was 2<sup>nd</sup> by Alderman Noeman: vote passed 5-0

**Grant Writers**

Vice Mayor Rivers informed Mayor Gooden and the Board that Mr. Roy Dozier, and Dr. Varrie Hamilton are willing to be professional grant writers for the Town of Mason and will not be charging the Town.

**Financial Advisory Services**

Mr. Calvin Grigsby is willing to assist the Town of Mason as a consultant to perform financial advisory services.

**CLOSING PRAYER:** Alderman Eddie Noeman

**MOTION TO ADJOURN:** Alderswoman Toliver made a motion to adjourn, and the motion was 2<sup>nd</sup> by Alderman Harvey: vote passed 5-0 (Meeting adjourned at 8:42PM)

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Emmit Gooden, Mayor

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Date

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Lureatha Harris, Town Recorder