



Town of Mason
Finance Committee Meeting Minutes
Thursday May 16, 2024, 6:34PM

CALL TO ORDER: Mayor Eddie Noeman

OPENING PRAYER: Alderman Celia Chastain

ROLL CALL: Mayor Eddie Noeman, Vice Mayor Carolyn Catron, Alderman Celia Chastain, Alderman Virginia Rivers, Alderman Alethea Harris, and Town Recorder Lureatha Harris (Alderman Mary Mason arrived at 6:55pm) and (Alderman Shate' Toliver was absent)

OTHERS IN ATTENDANCE: Ronda Hughey, Financial Consultant; (Lynn Evans, CMFO; attended via zoom) Norma Davis, Office Manager and Tanner Jenkins Fire Chief

VISITORS: Ronnie Neill, (Paula Nowell and Mike Figenbaum attended via phone)

OLD BUSINESS:

- **Town's Administrator Update**

Mr. Neill informed the Board that the salary for a Town Administrator could be between 65K and 75K annually. Ms. Evans asked the Board if they would allow Mrs. Ronda and herself thirty days (30), for the funding of the position. Mr. Neill will work on developing the job duties.

Alderman Rivers made a motion to table the Town's Administrator position until next month, and the motion was 2nd by Alderman Harris: vote to table 5-0

- **Tower Lease**

Ms. Nowell and Mr. Figenbaum said this would be for internet service and not a cell tower. After much discussion, Rural Connect would change the language in the contract and pay a monthly fee of four hundred dollars (\$400.00) for the rental of the two (2) cell towers, which would be two hundred dollars (\$200.00 dollars) per tower payable to the Town of Mason. This would include free internet service, that was requested by Mayor Noeman. Mayor Noeman recommends, that Rural Connect change the language in the contract, and allow time for further review of the terms and conditions of the contract.

- **TAUD's Rate Study**

Mayor Noeman would like to allow the Board additional time to review the TAUD's Rate Study

NEW BUSINESS:

- **Sealed Bid Process – Street**

Mr. Neill assisted in reviewing the sealed bid packet for the street paving. There was only one (1) bidder, Climer Paving, LLC. The Town received \$148K from CSX for street repairs/paving. The Board approved Climer Paving for possibly negotiating five streets (5) for repairs, for a total of eighty-five thousand five hundred and ninety-five dollars (\$85,595 dollars).



Streets for repairs are Main St. south of the railroad and north of the railroad, Washington St. Main St. to the stop sign, Washington St. at the intersection of Highway 70, and Front St.

There are thirty days (30days) remaining for the bid packet, which would be May 24, 2024.

Alderman Rivers made a motion to accept Climer Paving for the above proposal for the repair of the five streets (5), and the motion was 2nd by Alderman Chastain: vote passed 6-0

(Mayor Noeman was included in the vote) Mayor Noeman said he would contact Mr. Climer to schedule a Special Call Meeting around the first of the week

- **Certificate of Deposit**

Six hundred thousand dollars (\$600K) is up for renewal at the Bank of Mason, and the CD automatically renews unless a document is submitted from the Town. Two hundred thousand dollars (\$200K) is needed to set aside for Grant Funding/Collaboration with the Tipton County Contract, and Alliance. The interest made from the CD is nineteen thousand eight hundred and fifteen dollars and fifty-seven cents (19,815.57). Mrs. Hughey suggests that the Board develops a contingency policy.

Alderman Rivers made a motion to remove \$200K from the CD and transfer it to the Grant Fund Account, and the motion was 2nd by Alderman Chastain: vote passed 6-0

(Mayor Noeman was included in the vote)

Alderman Rivers made a motion to leave the other \$200K plus the interest in the CD for another year, and the motion was 2nd by Alderman Mason: vote passed 6-0 (Mayor Noeman was included in the vote)

Alderman Rivers made a motion to remove the remaining \$200K, and allow Mrs. Ronda, and Ms. Lynn to look at putting the funds into a money market account as a cushion, and the motion was 2nd by Alderman Mason: vote passed 6-0 (Mayor Noeman was included in the vote)

- **April's Financial Reports**

High-level summary reports were presented by Mrs. Hughey on all accounts. General, Water, Gas, Sanitation, Street, and the Drug Fund Account. This included the expense reports and the bank reconciliation reports. A comparison was presented by Mrs. Hughey of the Bank Accounts for previous versus current balances meaning March of 2024, to April of 2024.

(Alderman Harris left the meeting at 7:25 due to not feeling well)

Vice Mayor Catron made a motion to approve the April Financial Reports, and the motion was 2nd by Alderman Mason: vote passed 3-2

(Mayor Noeman voted yes, and Alderman Rivers and Alderman Chastain voted no)

Stipends for the Fire Department/Volunteers

Alderman Chastain stated that Chief Jenkins brought this to the Board before, but nothing was never implemented. Chief Jenkins informed Alderman Chastain that the volunteers get fifteen dollars (\$15 dollars) per call. Mrs. Hughey recommends presenting it in a policy for stipends for the volunteers.

Alderman Rivers mentioned the Tennessee Youth Employment Program (TYEP), which requires two (2) things supervision, and training. The Town of Mason pays nothing.



CLOSING PRAYER: Vice Mayor Carolyn Catron

MOTION TO ADJOURN: Alderman Chastain made a motion to adjourn, and the motion was 2nd by Alderman Rivers: vote passed 5-0 (Mayor Noeman was included in the vote)

ANNOUNCEMENTS:

Eddie Noeman, Mayor

Date

Lureatha Harris, Town Recorder

NEXT STEPS

Upcoming Board Meeting: May 20, 2024
Upcoming Board Meeting: June 24, 2024
Upcoming Board Meeting: July 15, 2024

Upcoming Finance Meeting: June 13, 2024
Upcoming Finance Meeting: July 11, 2024
Upcoming Finance Meeting: August 15, 2024

DOCUMENTS

Resources: Tower Lease Agreement, Rate Study, April Financial Reports,