



**Town of Mason  
Mayor & Board of Alderman  
Board Meeting Minutes  
Monday, December 15, 2025, 6:33PM**

**CALL TO ORDER:** Mayor Eddie Noeman

**OPENING PRAYER:** Vice Mayor Reynaldo Givhan

**ROLL CALL:** Mayor Eddie Noeman, Vice Mayor Reynaldo Givhan, Alderman Carolyn Catron, Alderman Trowanna Broadnax, Alderman Virginia Rivers, Alderman Mary Mason, Alderman Alethea Harris, and Town Recorder Lureatha Harris

**OTHERS IN ATTENDANCE:** Attorney Carson Klepzig, Vernetia Boyd, Accountant/CMFO; Richard Jewell, Chief of MPD; Zachary Antle, Lt. MPD; Matallee Hall, Public Works Director; and Johnnie Douglas, Team Leader Public Works

**VISITORS:** Steve Osborne, Adam Tschida, Tim Taylor, Michael Harris, Robert Maxcy, Josh Travis, Ruby Kelly, Laqueisha Hennings and Margaret Adams

**COMPTROLLERS' REPORT:** Steve Osborne and Adam Tschida

Mr. Lewellen assisted the Board with the policies and procedures. Mayor Noeman asked if there were any questions. Alderman Harris questioned when they will take effect, and the 1<sup>st</sup> reading of the Ordinance begins the process, which will take place in this meeting. Alderman Harris had concerns about bids in the works and the process, and the answer was to work through the old policy for bidding out the process.

**Ordinances vs. Resolutions**

Alderman Harris suggested holding off on the Resolutions until the Ordinances have been changed, the Ordinance will sunset what is already in place. Alderman Harris made a motion to accept Ordinance 001262026-1A An Ordinance of the Board of Mayor and Alderman of the Town of Mason, Tennessee repealing Ordinance 2016-3-14-1 establishing purchasing policies for the Town of Mason, Tennessee and providing for the adoption of its revised purchasing policy by Resolution, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 7-0 (Mayor Noeman was included in the vote)

Alderman Harris made a motion to sunset the previous Purchasing Ordinance and revise a new Purchasing Policy to be approved by Resolution, and the motion was 2<sup>nd</sup> Vice Mayor Givhan: Vote passed 7-0 (Mayor Noeman was included in the vote)  
The Ordinance will require a second reading to be adopted, and the Resolutions will be tabled until the second reading of the Ordinance.



#### **MAYOR NOEMAN'S: Report**

Mayor Noeman spoke about a meeting that both he and Vice Mayor Givhan attended with TBOUR in July for a study that was due on December 31, 2025, the Board approved back in July for \$5K for the study to approve hourly not to exceed \$5K, this was for a Feasibility Study. Vernetia is working closely with S&L for \$96K yearly, Alliance worked for 400K yearly

#### **RICKY OAKLEY/CEC – CONTRACT AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES**

Mr. Oakley spoke to the Board about the 59 Booster Pump Station (BPS) Engineering Contract. A grant was applied for in 2021; there were water issues and the grant was put on hold. There's a hard time filling the Hill Street water tank, and the contract agreement is to begin the Engineering Contract.

Handouts were presented to the Board with the fee pages.

Attorney Klepzig questioned not having an indemnification contract and recommended approving the contract upon the Attorney's review. Mr. Oakley said this would be paid for as a part of the grant. The Uniform Relocation Act, someone would check the appraisal for a fair and reasonable offer. Mayor Noeman mentioned Greenleaf Church, a farmer, and Buddy Christmas and having the right to ask the property owner. Alderman Rivers had concerns of exceeding changes made in the budget. Mr. Oakley informed the Board that he wouldn't be cutting corners. Attorney Klepzig recommends the Board approve said contract with the Attorney's revisions and approval. Alderman Mason made a motion to accept the Engineering Contract with Ricky Oakley, and CEC with the Attorney's revisions and approvals, and the motion was 2<sup>nd</sup> by Alderman Broadnax: vote passed 7-0 (Mayor Noeman was included in the vote)

Ricky Oakley and Norma Davis attended a meeting last week and Mr. Oakley stated that we're not designing the project to the Loxahatchee and the scope was reduced and increased the well contract. An amendment was never made to reduce the well contract, which was reduced to \$322K. Attorney Klepzig informed Mr. Oakley that this discussion would have required amending it to the agenda before the meeting.

#### **Adoption of the Mayor and Board of Alderman Board Meeting Minutes of November 17, 2025**

Alderman Mason made a motion to adopt the Mayor and Board of Alderman Board Meeting Minutes of November 17, 2025, and the motion was 2<sup>nd</sup> by Alderman Catron: vote passed 6-1 (Mayor Noeman voted no)

#### **Adoption of the Town of Mason Mayor and Board of Alderman Work Session Meeting Minutes with MTAS of November 24, 2025**

Alderman Rivers made a motion to adopt the Town of Mason Mayor and Board of Alderman Work Session Meeting Minutes with MTAS of November 24, 2025, and the motion was 2<sup>nd</sup> by Alderman Harris: vote passed 7-0 (Mayor Noeman was included in the vote)

#### **Adoption of the Town of Mason Mayor and Board of Alderman Work Session Meeting Minutes with MTAS of December 2nd, 2025**



Alderman Mason made a motion to adopt the Town of Mason Mayor and Board of Alderman Work Session Meeting Minutes with MTAS of December 2nd, 2025, and the motion was 2<sup>nd</sup> by Alderman Rivers: vote passed 7-0 (Mayor Noeman was included in the vote)

**Adoption of the Town of Mason Mayor and Board of Alderman Special Call Board Meeting Minutes of December 11, 2025**

Alderman Broadnax made a motion to adopt the Town of Mason Mayor and Board of Alderman Special Call Board Meeting Minutes of December 11, 2025, and the motion was 2<sup>nd</sup> by Alderman Rivers: vote passed 6-0

(Mayor Noeman was included in the vote and Alderman Catron abstained)

**OLD BUSINESS:**

**NEW BUSINESS:**

**1. A RESOLUTION TO TRANSFER THE SAM'S ACCOUNT TO CMFO-Vernetia Boyd**

Mayor Noeman informed the Board that the money from Core Civic was not going to the SAM's Account, and the Town is receiving invoices. The first check written manually was for \$1.5 million and the second check was for \$2.8 million, and the checks were signed by Mayor Noeman and Lureatha Harris. Alderman Harris questioned transferring the same account and questioned the check signers on the Core Civic account. Mayor Noeman said the revenue is in a separate account and the check signers for the account are Mayor Noeman, Norma Davis, Carolyn Catron, and Lureatha Harris. Attorney Klepzig said this seems to be an operational matter and would be happy to reach out to someone with the SAM's account.

Alderman Rivers said she called SAM's and the email was never responded to but stated she could request again and asked that Vernetia respond to the email. Alderman Rivers mentioned the government shut down but would be happy to put Vernetia name on the account. Alderman Mason suggested copying Attorney Klepzig on the email submitted by SAM's, Attorney Klepzig said he could screenshot or get the contact information. Mayor Noeman said another transaction was coming for \$2.8 million dollars, and he told Vernetia to watch for the money. Core Civic reports the number of detainees minus the fees due to the Town, and only ten days are given. The invoice is sent to Core Civic afterwards the Town receive their portion. Alderman Rivers questioned the amount of money in the Core Civic account, Mayor Noeman said he would have Vernetia submit the information to the Board.

Vice Mayor Givhan made a motion to pass a Resolution to transfer the SAM's Account to the CMFO Vernetia Boyd, and the motion was 2<sup>nd</sup> by Alderman Catron: vote passed 7-0 (Mayor Noeman was included in the vote)

**2. A RESOLUTION FOR THE CITY ATTORNEY CONTRACT WITH PATTERSON BRAY**

Attorney Klepzig will put an engagement letter together. They have exceeded the 3 months contingency level, part of the standard rate increase. Beginning January 2026, the rate would increase to \$6750 monthly, and through December of 2025, the rate would be \$4750 monthly.



Vice Mayor Givhan suggests receiving an itemized report of services rendered. Alderman Harris had concerns about lengthy conversations or reviewing contracts, or papers that the Board is not aware of. Alderman Harris said she called the Attorney and didn't receive a callback. Alderman Harris said Mayor Noeman spoke about having a 2-hour conversation with the Attorney and Mayor Noeman said it was a conversation for 1-hour. The engagement letter with Patterson Bray will begin in January 2026, and the only change will be the flat rate of \$6750 monthly.

Alderman Rivers questioned if there would be a \$2K increase each year. Attorney Klepzig said the firm is only in position to perform a flat rate, and this discussion could be tabled to January. Alderman Mason questioned Attorney Klepzig about attending at least 2 meetings monthly. Alderman Rivers made a motion to approve the engagement letter with the City Attorney Patterson Bray, and the motion was 2<sup>nd</sup> by Alderman Harris: vote passed 7-0 (Mayor Noeman was included in the vote)

### **3. A RESOLUTION DESIGNATING A PURCHASING AGENT IN ACCORDANCE WITH ADOPTED PURCHASING PROCEDURES FOR THE TOWN OF MASON, TENNESSEE**

Alderman Mason made a motion to table the Resolutions and the motion was 2<sup>nd</sup> by Alderman Broadnax: vote passed 7-0 (Mayor Noeman was included in the vote)

### **4. FIRST READING OF AN ORDINANCE FOR A PURCHASING POLICY FOR THE TOWN OF MASON TENNESSEE TO REPLACE THE EXISTING PURCHASING ORDINANCE 2016-3-14-1**

Alderman Rivers made a motion at accept the First Reading of an Ordinance for a Purchasing Policy for the Town of Mason Tennessee to Replace the Existing Purchasing Ordinance 2016-3-14-1, and the motion was 2<sup>nd</sup> by Alderman Mason: vote passed 7-0 (Mayor Noeman was included in the vote)

### **5. A RESOLUTION TO AWARD A SEALED BID FOR BACKHOE EQUIPMENT FOR PUBLIC WORKS**

Alderman Harris suggests tabling the backhoe equipment bid to the next meeting because the money has not been put in the budget and should have been put there first. Mayor Noeman recommends having a Special Call Meeting and this would depend upon how soon the budget would be amended. Century and Case Construction were the only 2 bidders. Alderman Rivers said there's no line item for a backhoe, and this cannot be touched if there is no line item. Alderman Harris made a motion to table the sealed bid for backhoe equipment for Public Works and the motion was 2<sup>nd</sup> by Alderman Mason: motion to table passed 6-0 (Mayor Noeman was included in the vote and Vice Mayor Givhan left the meeting before the vote at 8:14pm.

#### **REPORTS:**

- **Finance Department Report**

October and November budget to actual reports were received and presented by Steve Osborne. Mr. Osborne said this allows the Board to see how revenue is coming in and what's being spent.



Alderman Harris questioned money budgeted and money spent, an example was business tax recording fees. Mr. Osborne said some accounts may have been coded incorrectly. Alderman Harris mentioned a large sum of money under fire equipment \$103K, and if it's taken out, it can be put in other places if we don't know what it is. Vernetia mentioned that the FY26 Budget has not been amended and this still shows in last year's budget. The Board's decision was to take it out, Mr. Osborne suggested checking for an amendment to the budget needed in January and February, so we don't spend the money. Vernetia stated that business tax recording fees come in as revenue state tax, petroleum tax, tva tax etc., and making certain to put things in the budget line, the amounts are not the same every month.

Alderman Rivers questioned the amounts in the August and September reports. Vernetia said everything was put under state income tax and were broken up to place them in the correct category. The residual would be for late taxpayers. Alderman Rivers questioned a grant in the amount of \$161,281.00 and not knowing when it was received. Vernetia said the grant came in and went right back out, stating that when money is received it should go to that fund, and when invoices are received the money must go back out. Mayor Noeman said the county called for a meeting with Covington, Atoka, and Mason, and our percentage came and we have invoices to pay Ricky Oakley. Alderman Rivers questioned showing what the grant was for. Mayor Noeman said the Town already got approved to spend the money.

#### **Cont'd Discussion Finance Department Report**

Alderman Harris questioned repairs for maintenance and equipment being over budgeted \$6K and some dollars and amending the budget to keep from overspending. Are we going to overspend and what did we buy. Alderman Rivers said this would be a larger amount in November. Vernetia mentioned charges for the backhoe.

Alderman Rivers stated if something happens in the future under the new purchasing policy, Vernetia will be held accountable for spending money that's not in the budget.

Alderman Mason questioned the Fire Department under training showing \$3,100 dollars and the Fire Department being under furlough in November. Vernetia said when she knew anything that she was getting an invoice. Alderman Rivers voiced concerns of the employees needing to attend the meetings to follow the policies and procedures. Mayor Noeman said there was a training for David Wideman. Mayor Noeman request that the Alderman come up with a date for a scheduled meeting for finance. The last page presented in the report was a reminder for the January Meeting, for a Budget Policy, and a Fund Balance Policy. Steve Osborne and Adam Tschida will return for the January Board Meeting and "thanked" everyone.

- **Parks & Public Works Department Report**

Alderman Mason questioned installing meters and changing out meters, and the public being made aware, and the utility bill. Mayor Noeman said he would make certain that Norma Davis gets this out. Alderman Mason suggest that Public Works sign off on who's preparing the report.

- **Police Department Report**

This report was submitted by Chief Jewell and reviewed by the Board.



### **CONSTITUENTS/CONCERNS: (2 minutes)**

Stacie Sims passed out copies of her water bill and usages to the Board, stating that the bill shows usage of 90,000 gallons from August through October. Ms. Sims said she had a plumber come out and someone from Covington to check her water meter and no leaks were detected.

Ms. Sims said there are 6 digits on the meter and the bill shows 7 digits.

Mr. Hall said they only use the first 4 or 5 numbers, and the new meter has been installed.

Ms. Sims is questioning why she shows 7 digits on her meter, and Johnnie Douglas stated that she's only being billed for 4 or 5 digits. Ms. Sims wants to know where the 7<sup>th</sup> digit is coming from. Johnnie said the numbers listed in white are the most important. Mayor Noeman said every month the bill is going up. Ms. Sims said the bill went down from 90,000 usage to 60,000 after the new meter was installed. The water bill began to change when the 7 digits came in.

Ms. Sims said her yard would be flooded if 90,000 gallons of water were used.

Ms. Sims said she was told by Mayor Noeman that her water would not be turned off and stated that her water was turned off 1 hour after April returned to work, including the \$50 reconnect fees. Alderman Rivers mentioned having a leak at her house and it was underground. Ms. Sims said Mr. Hall figured out the numbers and they matched the average but was told everything matched until she came to the office. Ms. Sims said she was told by Mayor Noeman to don't worry about the bill until April comes back to town, and said her services were disconnected on Monday upon April's return at 9am. Ms. Sims said nobody could explain or answer her question about the 7 digits on her meter. Mayor Noeman said they could look at Ms. Sims bill and do an average on it. Ms. Sims said she would take it to the state. The copies presented to the Board by Ms. Sims will be attached to the minutes.

Alderman Rivers said the constituents should have been made aware of the new meters.

Mayor Noeman asked Johnnie Douglas to check it out.

Ruby Kelly mentioned her water bill was high.

**CLOSING PRAYER:** Alderman Virginia Rivers

**MOTION TO ADJOURN:** Mayor Noeman made a motion to adjourn the meeting, and the motion was 2<sup>nd</sup> by Alderman Mason: all agreed (Meeting adjourned at 8:46pm)

**MOTION TO ADJOURN:**

---

Eddie Noeman, Mayor

---

Date

---

Lureatha Harris, Town Recorder