

**MINUTES OF THE REGULAR MEETING  
KIMBALL, TENNESSEE  
THURSDAY, DECEMBER 1, 2022**

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A meeting of the Kimball Board of Mayor and Aldermen was held on Thursday, December 1, 2022, in the Meeting Room of Town Hall, 675 Main Street, Kimball, Tennessee.

Mayor Pesnell called the regular meeting to order at 6:00 pm.

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**INVOCATION AND PLEDGE**

Mayor Pesnell requested Alderman Matthews to say the invocation over the meeting.

Mayor Pesnell requested Alderman Sisk to lead the Pledge of Allegiance.

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**ROLL CALL**

Mayor Pesnell asked Recorder May to call roll.

Those present were Mayor Rex Pesnell, Vice Mayor Jerry Don Case, Alderman John Matthews, Alderman Johnny Sisk, and Attorney William Gouger.

Alderman Teresa Lofty was absent.

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**APPROVAL OF MINUTES**

On a motion by **Alderman Matthews**, seconded by **Alderman Sisk** the Minutes of the Regular Monthly Board Meeting for November 3, 2022, were approved unanimously on a board vote.

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**OLD BUSINESS**

Mayor Pesnell had the following items under old business:

- Southern Duplicating of Chattanooga delivered the new copy machine and transferred the existing one in town hall to the Police Department.
- The new digital message board has been ordered with 50% of the payment being made. The sign is scheduled to be installed the week of January 16, 2023.
- Robin Patel with Subway was in attendance to let everyone know that Subway would open at 8:30 am on December 7, 2022, at the new location 118 Main Street. There will be a grand opening held at a later date.

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**SCHEDULED AGENDA ITEMS**

**a.) Paul Johnson with Johnson, Murphy and Wright P.C. concerning the Fiscal Year Audit for July 1, 2021, until June 30, 2022**

Mr. Johnson stated that the town has received a clean audit opinion. The town's revenues/assets increased for this time frame while the liabilities decreased. The town's pension fund is also in good standing with more assets than liabilities. The full audit can be viewed at town hall or via the State of Tennessee Comptroller's website.

**b.) Update from Patrolman Brent Hubbard on applying for the Fiscal Year 2023 Violent Crime Intervention Fund State Funding**

Patrolman Hubbard has already submitted the intent to apply which is due by December 15, 2022. Patrolman Hubbard will be working with University of Tennessee to fine tune the final application for this grant. Patrolman Hubbard has been working with several contractors concerning eligible items that can be purchased using these funds to get estimates for future usage along with proper protocol for obtaining permission to use state right-of-way for items eligible in the grant. The department would like to purchase body cameras and two License Plate Readers (LPRs) along with a crime scene response bag. The funds will be distributed in March 2023.

**c.) Approve the Kimball Police Department to apply for the Rural Violent Crime Reduction Initiative funded by the Bureau of Justice Assistance (BJA) for up to \$150,000 in funding due December 15, 2022**

Patrolman Hubbard stated that this is a federal grant similar to the state grant with certain items listed as eligible expenses. Alderman Sisk asked about in-car cameras for the police department. This grant does not allow the in-car cameras as an allowed expense; however, the department could get a better deal by lumping everything together to make a grant purchase and departmental purchase if so desired. If the town receives the grant, it could be requested to see if this grant would make an exception and allow in-car cameras as an eligible purchase.

A motion was made by **Alderman Matthews**, seconded by **Vice Mayor Case** to approve the Kimball Police Department to apply for the Rural Violent Crime Reduction Initiative funded by the Bureau of Justice Assistance (BJA) for up to \$150,000 in funding due December 15, 2022. The motion passed unanimously on a board vote.

Mayor Pesnell thanked Patrolman Hubbard for all his hard work on both grant applications.

**d.) Review two proposals on Cyber Liability Insurance Renewal through Builtwell Insurance for policy effective date 12-5-2022 to 12-5-2023**

Mayor Pesnell stated the town has two proposals. Currently, the town is using Beazley for this service; however, their renewal quote was \$16,153. CFC/Lloyds of London has made an offer for similar if not exact same coverage for \$6,836.38. It is the Mayor's recommendation to use Builtwell Insurance and CFC/Lloyds of London for cyber insurance in the amount of \$6,836.38

A motion was made by **Alderman Matthews**, seconded by **Vice Mayor Case** to accept the mayor's recommendation of Builtwell Insurance and CFC/Lloyds of London for cyber insurance in the amount of \$6,836.38. The motion passed unanimously on a board vote.

**e.) Approve Meeting Calendar for 2023**

The board was supplied a list of meeting dates with each meeting being on the first Thursday of each month at 6 pm. A motion was made by **Vice Mayor Case**, seconded by **Alderman Sisk** to approve the 2023 Meeting Calendar which will be the first Thursday of each month at 6 pm. The motion passed unanimously on a board vote.

**f.) First Reading Ordinance No. 281 – An Ordinance Amending the Annual Operating Budget & Capital Program of Kimball, Tennessee for Fiscal Year 2022-2023**

A motion was made by **Vice Mayor Case**, seconded by **Alderman Sisk** to approve the First Reading of Ordinance No. 281 – An Ordinance Amending the Annual Operating Budget & Capital Program of Kimball, Tennessee for Fiscal Year 2022-2023. The motion passed unanimously on a board vote.

**g.) Resolution 2022-06 – A Resolution of the Board of Mayor and Aldermen of the Town of Kimball electing Life of Alabama as the administrators of the Cafeteria Plan under Section 125 of the Internal Revenue Code of 1986**

A motion was made by **Alderman Matthews**, seconded by **Alderman Sisk** to approve Resolution 2022-06 – A Resolution of the Board of Mayor and Aldermen of the Town of Kimball electing Life of Alabama as the administrators of the Cafeteria Plan under Section 125 of the Internal Revenue Code of 1986. The motion passed unanimously on a board vote.

## **h.) Maintenance Report**

Alderman Matthews stated that he had spoken with David Henley, Maintenance Supervisor, who stated all Sewer Lift Stations appear to be operating correctly. Also, the Kubota Tractor has been returned from being out for maintenance, so the department appears to be in good shape.

Matthew Tucker with James C. Hailey and Company gave an update on the grinder station located just before the main sewer lift station. The grinder is up and running; however, BAR will still need to come over and do the training for routine maintenance on the grinder system.

Leon Bailey submitted a final pay request; however, the job had a few hiccups which included the control panel being hit during construction. The panel is still working at this time; however, it is not setting right as it was before the new construction. A letter has been sent to Mr. Leon Bailey concerning this issue. Mr. Bailey and his company are working on getting this repaired. The final pay request cannot be completed until some assurance has been received that the panel is corrected or if he could get a panel quote and install fees with the town withholding this amount. Alderman Matthews asked about a lock on the grinder station. The grinder station and main lift station are both within a locked fence; however, there are some provisions that could be put in place to catch someone and keep them from falling into these.

## **i.) Fire Report**

Alderman Sisk gave the fire report for November 2022; the department responded to five calls during the month which were three mutual aids, and two fires. Chief Keef stated they are still waiting on the fire department uniforms. The town has prepared the checks for this purchase; however, Chief Keef stated he would be waiting until all uniforms and miscellaneous accessories were at the vendor before making a trip to Chattanooga for these. He wants to issue all uniforms at the same time.

## **j.) Parks and Recreation Report**

Alderman Sisk stated that the Parks and Recreation Board had a special called meeting on Tuesday, November 15, 2022, at town hall. The board was updated on the current park conditions and asked to gather information concerning their idea of a park director. The next Park and Recreation Board Meeting will be held on Thursday, January 12, 2023, at 5:30 pm.

## **k.) Police Report**

Vice Mayor Case gave an update on the Police Department as follows:

Report Fee	\$70.00
Sessions Court	\$625.66
<b>Total</b>	<b>\$695.66</b>

## **l.) Planning Commission Report**

Vice Mayor Case stated the Kimball Planning Commission meeting for November 2022 was cancelled. The next meeting is scheduled for December 20, 2022, at 5:30 pm.

## **m.) Attorney Report**

Attorney Gouger had nothing to report.

## NEW BUSINESS

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Mayor Pesnell had items under new business as follows:

- Town Hall and Maintenance Department will be closed for the Christmas Holiday on Friday, December 23<sup>rd</sup> and Monday, December 26<sup>th</sup>. Sanitation Services will be run on Thursday, December 22, 2022, and Tuesday, December 27, 2022
- Town Hall and Maintenance Department will be closed for the New Year Holiday on Monday, January 2<sup>nd</sup>. Sanitation Services will be run on Tuesday, January 3, 2023.

The Town Financial Report is as follows:

General Fund	\$3,992,943
State Street Aid Fund	\$ 68,859
Drug Fund	\$ 9,869
Sewer Fund	\$1,002,974

- The next monthly meeting will be January 5, 2023, at 6 pm.

Fire Chief Keef asked about another Shred Day for Kimball. This is normally held during the Fall and the last couple of years; the town did not have lots of participation. So, in the Fall of 2023 the town will re-evaluate and see if this is needed.

Roger Haggard asked about the status of the new restaurant. Mayor Pesnell stated that he had spoken with the owners, and they had to modify the plans to fit the smaller lot size.

Mayor Pesnell stated the town wanted to Wish everyone a Merry Christmas and Happy New Year.

## ADJOURNMENT

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As there was nothing further to come before the board, motion was made by **Alderman Sisk** to adjourn. The motion was seconded by **Alderman Matthews**. The motion passed unanimously on a board vote.



Rex Pesnell, Mayor



Tonia May, Recorder