

Regular Board Meeting February 2, 2004

The Parsons City Council met for its regular monthly meeting, Monday, February 2, 2004 at 7:00 P.M. at the city meeting room. Mayor Tim Boaz called the meeting to order Roll Call:

Present	Absent
Betty Bell	
Bonnie Butler	
Mark Davis	
Harold Fisher	
Joseph Fisher	
Bobby Rainey	
Joe Don White	

Motion to dispense with the reading of the minutes and to approve them as handed out by Joe Don White Second by Mark Davis Vote: All Ayes

Motion to approve financial statements for December 2003 by Mark Davis Second by Joe Don White Vote: All Ayes.

Discuss and address Compliance Items noted on the 2003 Audit.

Unbudgeted Expenditures—Agreed to monitor financial statements more closely, and to do budget amendments if needed.

Cash Collateral—Monitor deposits and to implement the Tennessee Code Annotated standard of holding pledged securities that require pledged for 105% of deposit that exceeds FDIC coverage. We have moved money from General Fund to two 6 months C. D.'s

Inter-fund Receivables –Since this was first year water was able to pay Gas Fund back for past years receivables. We have transferred 210,000.00 of the \$420,842,00 that was shown in 2003 audit. Plans are to pay the rest next year.

Segregation of Duties-The Board is reviewing and documenting their review of each month's transactions and reconciliation at their regular monthly meetings. This is documented in each month's minutes.

Accounts Receivable - A plan has been implemented to write off the old closed accounts at 20% per year, and all new debts will be written off in the year they become uncollectable.

Meter Deposits- The City of Parsons has changed deposit to non-refundable connection fees as of March 2003. Deposits will be matched to the old systems closed accounts and will adjust off.

Work Orders- we are in the process of implementing a work system so that costs can be properly capitalized on mainline extensions.

Donations to Non-profit Organization - \$250.00 to the Decatur County Education Foundation is a function of the Decatur County Chamber, and the City of Parsons has a contract with the Chamber to provide economic needs this should be charge off to this fund.

Regular meeting Feb. 2, 2004

Emily Ferguson, CPA was at the meeting to answer any questions, and to confirm that each compliance had been address and was either corrected or was in the process of being corrected.

#### Open Forum for Citizens

Janice Strawn announces plans about the Home and Garden Show March 26<sup>th</sup>, 27<sup>th</sup>, and March 28<sup>th</sup>. There are still booths available if anyone knows of anyone who might want a booth call her at the Chamber Office.

Mary V. Moore thanks the City officials for letting the garden club use the meeting room.

Blood Drive is February 12<sup>th</sup> at the Methodist Church.

Phil Barrett –reported on red light. He stated that there is no federal money available. He ask the board if they wish to him to continue on this project. Mayor Boaz stated that Joe Warren, Operations Specialists and Rick Knoll, Tennessee Department of Transportation, had met with him in his office concerning parallel parking, traffic light, and about a middle turning lane. Mayor stated that he had mail aerial files to Mr. Warren to view, and would be working with the State further on this project. Hopeful this could result in obtaining a traffic light or lights. The City Board agreed that this project needs to be pursued.

#### Communication from the Mayor:

Tax Relief \$ 2,143.00 have qualified for help on their City Taxes

Low Income Energy Assistance –to date the City has received \$20, 450.00 from Southwest Human Resources Agency for customer who qualifies for this assistance.

We are in the process of putting a brochure together to hand out to customers that addresses the different types of help available within the county. We are applying for the Tennessee Housing Home Project Grant. We can fill out surveys until March. We have a good chance in Decatur County to receive this funding. We should know something in May 2004.

Municipal Complex—We are wrapping the buildings in back with metal to store equipment. The site plan is available for each one to look at, and make suggestions.

Building Committee needs to get back together to look at plans.

Report from committees- JECD meeting will be 4<sup>th</sup> Thursday in February. Mark Davis stated that they have not had a meeting for a couple of months.

#### Old Business:

**Ordinance No: 212 – An Ordinance revising the budget for the 2002 Community Development Block Grant Project.**

Motion to pass this ordinance on 1<sup>st</sup> reading by Mark Davis, and Second by Betty Bell.

Vote: All Ayes

**Resolution 02-02-04-01 –A Resolution Revising the Budget for the 2002 Community Development Block Grant Project.** Motion to pass this resolution by Mark Davis

Second by Betty Bell Vote: All Ayes (Resolution was needed by Southwest Development District).

Regular meeting February 2, 2004

New Business

**Ordinance No: 213 –An Ordinance authorizing the purchase of a 2004 truck for Sanitation Department.** Motion by Betty Bell to pass this ordinance of 1<sup>st</sup> reading, and Second by Mark Davis Vote: All Ayes

**Resolution 02-02-04-02 Entitled Resolution electing new members to the Board of Directors of the Industrial Development Board of the City of Parsons**  
Motion to pass this resolution by Joseph Fisher, and Seconded by Harold Fisher.  
Vote: All Ayes  
Motion to adjourned by Harold Fisher, and Seconded by Bonnie Butler, Vote: All Ayes

Motion to adjourn by Bonnie Butler- Second by Betty Bell Vote: All Ayes

Tim David Boaz, Mayor \_\_\_\_\_

Judy Daugherty, City Recorder\_\_\_\_\_