



BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

August 28, 2025 - 5:30 P.M.
City Hall, 100 Main Street E.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Welcome from the Mayor
6. Employee Recognition- Carl Calton for 30 years of service in Public Works (August 30, 1995)
7. Approval and/or Correction of the minutes of the Board of Mayor and Aldermen Meeting dated July 24, 2025, monthly financial report, and department reports.
8. Visitors' Comments:
9. Old Business:
 - A. SECOND READING: Ordinance 25-542: Municipal Court Costs
10. New Business:
 - A. DISCUSSION AND CONSIDERATION: Amendment to Personnel Policies and Procedures (Rev. 2025)
 - B. DISCUSSION AND CONSIDERATION: Resolution 25-655 Fees, Fines, Rates, & Costs
 - C. DISCUSSION AND CONSIDERATION: Resolution 25-656 Participation in Public Entity Partners Property Conservation Grant
 - D. DISCUSSION AND CONSIDERATION: Resolution 25-657 Participation in National Opioid Settlement
 - E. DISCUSSION AND CONSIDERATION: Acceptance of Bid for FY26 Street Paving- Glass Machinery & Excavation, Inc.
 - F. DISCUSSION AND CONSIDERATION: Acceptance of Bid for Fire/Police Parking Lot Paving- Watts Paving & Maintenance, Inc.
 - G. DISCUSSION AND CONSIDERATION: Acceptance of Bid for WWTP Improvements Phase 1B- Morgan Contracting, Inc.
11. Board Comments: Mayor, Vice-Mayor, Aldermen, Staff Comments: City Manager, Asst. City Manager, City Attorney
12. Adjourn



Certificate of Public Service & Appreciation

Carl Calton

**Please accept this certificate recognizing and honoring your 30 years of public service,
as a dedicated and valued employee serving in Public Works,**

August 30, 1995 – August 30, 2025

on behalf of the Board of Mayor & Aldermen of the Town of Mount Carmel, Tennessee,

John Gibson, Mayor
Jim Bare, Vice Mayor
Jim Gilliam, Alderman
Darby Patrick, Alderman
Mindy Shugart, Alderman
Philip Binstock, Alderman
James Cross, Alderman



TOWN OF MOUNT CARMEL

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

A regularly scheduled meeting of the Town of Mount Carmel, Tennessee Board of Mayor and Aldermen was held at Town of Mount Carmel City Hall, 100 East Main Street, on July 24, 2025, at 5:30 p.m.

CALL TO ORDER

5:30 pm by Mayor John Gibson

INVOCATION AND PLEDGE OF ALLEGIANCE

Led by Sue Jarrett (Mount Carmel Senior Citizen's Center) and Alderman Shugart

ROLL CALL:

BMA	Present	Absent	City Administration Present
Alderman Darby Patrick	✓		Jim Stables, City Manager
Alderman James Cross	✓		Allen Coup, City Attorney
Alderman Mindy Shugart	✓		Tyler Williams, Asst. City Manager/CFO/Recorder
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare		✓	
Mayor John Gibson	✓		

WELCOME FROM THE MAYOR

Mayor Gibson welcomed everyone

APPROVAL and/or correction of the June 26, 2025, Board of Mayor and Aldermen meeting minutes, departmental and financial reports.

Motion: Alderman Shugart

Second: Alderman Binstock

Approved: All present voting in favor

VISITOR COMMENTS

Sue Bolenbaugh- spoke regarding speeding concerns and the width of Hammond Ave

Tamara Harrington- spoke regarding speeding on Hammond Ave and the need for an additional exit on Valley Crest Drive

OLD BUSINESS

NONE

NEW BUSINESS**A. FIRST READING: Ordinance 25-542: Municipal Court Costs**Motion: Alderman ShugartSecond: Alderman Binstock

	AYES	NAYS	OTHER
Alderman Darby Patrick	✓		
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare			Absent
Mayor John Gibson	✓		

B. DISCUSSION AND CONSIDERATION: Wastewater Rate Study Contract with MTASMotion: Alderman BinstockSecond: Alderman Shugart

	AYES	NAYS	OTHER
Alderman Darby Patrick	✓		
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam		✓	
Vice-Mayor Jim Bare			Absent
Mayor John Gibson	✓		

ADJOURNMotion: Alderman Shugart at **5:47 P.M.**Second: Alderman BinstockApproved: *All present voting in favor*

Approve: _____

John Gibson, Mayor

Attest: _____

Tyler Williams, City Recorder



FINANCIAL REPORT

TOWN OF MOUNT CARMEL, TN

Month ending 07/31/2025

<u>GENERAL FUND:</u>	<u>BALANCE:</u>
Checking Account (First Horizon)	\$672,913.12
LGIP Investment Account	\$6,477,258.76
Capital Outlay Savings (First Horizon)	\$101,395.40
TOTAL:	\$7,251,567.28

<u>DRUG FUND:</u>	<u>BALANCE:</u>
Drug Fund Checking (First Horizon)	\$15,615.11
Special Drug Fund (First Horizon)	\$0.00
TOTAL:	\$15,615.11

<u>SEWER FUND:</u>	<u>BALANCE:</u>
Checking Account (First Horizon)	\$870,681.89
Savings/Bond Reserve 2014 (First Horizon)	\$106,135.14
Savings/Sewer Savings 2014 (First Horizon)	\$35,003.82
LGIP Investment Account	\$500,820.83
TOTAL:	\$1,512,641.68

GRAND TOTAL CASH ON HAND:	\$8,779,824.07
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Current Savings Rate: 3.20%

Current LGIP Rate: 4.28%

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Town of Mount Carmel
Statement of Revenues - City
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:52 PM
Page 1 of 4

Fund : 110	General Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
						Unrealized	% Unrealized
31100		Property Taxes (Current)	1,542,140.00	(3,090.00)	(3,090.00)	1,539,050.00	99.80%
31200		Property Taxes (Prior Years)	40,000.00	0.00	0.00	40,000.00	100.00%
31300		Interest, And Court Cost On Prop Tax	3,500.00	(172.00)	(172.00)	3,328.00	95.09%
31610		Local Sales Tax	800,000.00	(57,214.51)	(57,214.51)	742,785.49	92.85%
31710		Wholesale Beer Tax	55,000.00	(3,888.17)	(3,888.17)	51,111.83	92.93%
31912		Cable TV Franchise Tax	60,000.00	0.00	0.00	60,000.00	100.00%
32200		Alcoholic Beverage Licenses	500.00	(250.00)	(250.00)	250.00	50.00%
32610		Building Permits	8,500.00	(2,804.35)	(2,804.35)	5,695.65	67.01%
33110		Community Development Grants	420,000.00	0.00	0.00	420,000.00	100.00%
33120		FEMA Hazard Mitigation Grant	210,000.00	0.00	0.00	210,000.00	100.00%
33190		HOME Grant Revenue	130,000.00	0.00	0.00	130,000.00	100.00%
33191		Postal Contract	22,500.00	(1,878.25)	(1,878.25)	20,621.75	91.65%
33410		State Supplement Pay	4,800.00	0.00	0.00	4,800.00	100.00%
33423		STATE LPRF GRANT	200,000.00	0.00	0.00	200,000.00	100.00%
33429		GHSO HI VISABILITY FY20-21	10,000.00	0.00	0.00	10,000.00	100.00%
33510		State Sales Tax	689,000.00	(60,484.71)	(60,484.71)	628,515.29	91.22%
33530		State Beer Tax	2,400.00	0.00	0.00	2,400.00	100.00%
33551		State Street Aid Revenue	162,000.00	(14,484.80)	(14,484.80)	147,515.20	91.06%
33552		State Gasoline Tax	38,000.00	(3,372.53)	(3,372.53)	34,627.47	91.12%
33558		Transportation Modernization	2,500.00	(251.24)	(251.24)	2,248.76	89.95%
33591		Tva Payments In Lieu Of Taxes	68,000.00	0.00	0.00	68,000.00	100.00%
33592		Sportsbetting	10,000.00	0.00	0.00	10,000.00	100.00%
33710		Grants From County Governments	20,000.00	0.00	0.00	20,000.00	100.00%
33711		Grant from County	5,000.00	0.00	0.00	5,000.00	100.00%
33719		Library Donations	500.00	0.00	0.00	500.00	100.00%
33720		Fire Department Revenue	10,000.00	0.00	0.00	10,000.00	100.00%
33721		Police Department Revenue	500.00	(3,000.00)	(3,000.00)	(2,500.00)	-500.00%
34310		State Highway Contract	33,000.00	0.00	0.00	33,000.00	100.00%
34320		E TICKET CITATION FEE	800.00	0.00	0.00	800.00	100.00%
34510		Animal Control - Charges For Services	50.00	0.00	0.00	50.00	100.00%
35110		City Court Fines And Costs	50,000.00	(3,144.24)	(3,144.24)	46,855.76	93.71%

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Town of Mount Carmel
Statement of Revenues - City
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:52 PM
Page 2 of 4

Fund : 110 General Fund		Total Estimated		MTD Realized	YTD Realized	Monthly Comparative	
						Unrealized	% Unrealized
35112	Redflex Photo Speed Enforcement	25,000.00	(304.04)	(304.04)	(304.04)	24,695.96	98.78%
35160	County Court Fines And Costs	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
36100	Interest Earnings	300,000.00	(25,371.16)	(25,371.16)	(25,371.16)	274,628.84	91.54%
36990	Miscellaneous Revenues	45,000.00	(1,340.22)	(1,340.22)	(1,340.22)	43,659.78	97.02%
36991	Telecommunications Revenue	1,450.00	(133.37)	(133.37)	(133.37)	1,316.63	90.80%
Total For Fund: 110		4,971,140.00	(181,183.59)	(181,183.59)	(181,183.59)	4,789,956.41	96.36%

Fund : 127 Drug Fund		Monthly Comparative		
		Total Estimated	MTD Realized	YTD Realized
			Unrealized	% Unrealized
35140	Drug Related Fines	1,000.00	0.00	0.00
35200	Drug Contributions	36,500.00	0.00	0.00
Total For Fund: 127		37,500.00	0.00	100.00%

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Town of Mount Carmel
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July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:52 PM
Page 4 of 4

Fund : 412 Sewer Fund		Monthly Comparative			
		Total Estimated	MTD Realized	YTD Realized	Unrealized % Unrealized
36100	Interest Earnings	28,000.00	(3,747.78)	(3,747.78)	24,252.22 86.62%
37210	Sewer Service Charges	1,302,750.00	(104,884.00)	(104,884.00)	1,197,866.00 91.95%
37294	Accounting Fees	3,000.00	(965.40)	(965.40)	2,034.60 67.82%
37295	ARPA	1,628,850.00	0.00	0.00	1,628,850.00 100.00%
37296	Sewer Tap Fees	10,000.00	0.00	0.00	10,000.00 100.00%
37299	Miscellaneous - Sewer	100.00	0.00	0.00	100.00 100.00%
Total For Fund: 412		2,972,700.00	(109,597.18)	(109,597.18)	2,863,102.82 96.31%

Fund : 110

Monthly Comparative:

8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41000	General Government							
141			0.00	0.00	65.67	65.67	No Budget	65.67
		Oasi (Employer's Share)	0.00		0.00			0.00
147			0.00	0.00	5.00	5.00	No Budget	5.00
		Unemployment Insurance	0.00		0.00			0.00
161			(14,000.00)	(14,000.00)	858.35	(13,141.65)	6.13%	858.35
		Fees Of Alderman And Mayor	0.00		0.00			0.00
235			(4,500.00)	(4,500.00)	0.00	(4,500.00)	0.00%	0.00
		Dues	0.00		0.00			0.00
236			(28,000.00)	(28,000.00)	13,475.00	(14,525.00)	48.13%	13,475.00
		Public Relation	0.00		0.00			0.00
240			(18,000.00)	(18,000.00)	0.00	(18,000.00)	0.00%	0.00
		Utilities	0.00		0.00			0.00
245			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Telephone And Other Communication Services	0.00		0.00			0.00
510			(125,000.00)	(125,000.00)	110,559.00	(14,441.00)	88.45%	110,559.00
		Insurance	0.00		0.00			0.00
551			(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	0.00
		Reappraisal Costs	0.00		0.00			0.00
691			(15,000.00)	(15,000.00)	1,129.60	(13,870.40)	7.53%	1,129.60
		Bank Service Charges	0.00		0.00			0.00
720			(35,760.00)	(35,760.00)	0.00	(35,760.00)	0.00%	0.00
		First Tn Development District	0.00		0.00			0.00
722			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		First TN Human Resource Agency	0.00		0.00			0.00
723			(33,000.00)	(33,000.00)	0.00	(33,000.00)	0.00%	0.00
		Senior Citizens Donation	0.00		0.00			0.00
724			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Hawkins Co Chamber Of Commerce	0.00		0.00			0.00

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Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 2 of 16

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
726	AIRMED		(1,600.00) 0.00	(1,600.00)	0.00 0.00	(1,600.00)	0.00%	0.00 0.00
790	Home Grant		(130,000.00) 0.00	(130,000.00)	0.00 0.00	(130,000.00)	0.00%	0.00 0.00
940	Equipment		(25,000.00) 0.00	(25,000.00)	0.00 0.00	(25,000.00)	0.00%	0.00 0.00
41500	Financial Administration							
121	Wages		(319,750.00) 0.00	(319,750.00)	24,625.98 0.00	(295,124.02)	7.70%	24,625.98 0.00
134	Christmas Bonus		(2,600.00) 0.00	(2,600.00)	0.00 0.00	(2,600.00)	0.00%	0.00 0.00
141	Oasi (Employer's Share)		(24,200.00) 0.00	(24,200.00)	1,686.35 0.00	(22,513.65)	6.97%	1,686.35 0.00
142	Employee Insurance		(48,600.00) 0.00	(48,600.00)	5,602.14 0.00	(42,997.86)	11.53%	5,602.14 0.00
143	Employee Retirement Plan		(18,000.00) 0.00	(18,000.00)	1,679.78 0.00	(16,320.22)	9.33%	1,679.78 0.00
146	Workmen's Compensation		(7,500.00) 0.00	(7,500.00)	7,500.00 0.00	0.00	100.00%	7,500.00 0.00
147	Unemployment Insurance		(650.00) 0.00	(650.00)	96.70 0.00	(553.30)	14.88%	96.70 0.00
148	Employee Education And Training		(7,000.00) 0.00	(7,000.00)	0.00 0.00	(7,000.00)	0.00%	0.00 0.00
161	Fees Of Alderman And Mayor		0.00 0.00	0.00	150.00 0.00	150.00	No Budget	150.00 0.00
216	Internet Services		(1,300.00) 0.00	(1,300.00)	0.00 0.00	(1,300.00)	0.00%	0.00 0.00
217	Web Services		(3,140.00) 0.00	(3,140.00)	0.00 0.00	(3,140.00)	0.00%	0.00 0.00

Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

Fund : 110

Monthly Comparative:

8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
235			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
		Dues	0.00		0.00			0.00
236			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Public Relation	0.00		0.00			0.00
237			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Advertising	0.00		0.00			0.00
250			(4,800.00)	(4,800.00)	400.00	(4,400.00)	8.33%	400.00
		City Judge	0.00		0.00			0.00
251			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Medical Services	0.00		0.00			0.00
252			(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
		Legal Services	0.00		0.00			0.00
253			(45,000.00)	(45,000.00)	798.00	(44,202.00)	1.77%	798.00
		Accounting And Auditing Fees	0.00		0.00			0.00
255			(38,000.00)	(38,000.00)	18,528.40	(19,471.60)	48.76%	18,528.40
		Computer Hardware/Software Support	0.00		0.00			0.00
257			(16,223.00)	(16,223.00)	0.00	(16,223.00)	0.00%	0.00
		Planning And Zoning Services	0.00		0.00			0.00
266			(15,000.00)	(15,000.00)	2,234.00	(12,766.00)	14.89%	2,234.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
280			(7,500.00)	(7,500.00)	477.06	(7,022.94)	6.36%	477.06
		Travel	0.00		0.00			0.00
298			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Commission Fees	0.00		0.00			0.00
310			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
		Office Supplies And Postage	0.00		0.00			0.00
312			(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
		Pitney Bowes Supplies	0.00		0.00			0.00
479			(4,500.00)	(4,500.00)	124.23	(4,375.77)	2.76%	124.23
		Miscellaneous	0.00		0.00			0.00

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Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/ Time: 8/13/2025 1:53 PM
Page 4 of 16

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
625		Operating Lease Copier	(1,500.00)	(1,500.00)	79.08	(1,420.92)	5.27%	79.08
			0.00		0.00			0.00
940		Equipment	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
			0.00		0.00			0.00
947		New Computer/Support/Equipment	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
42100		Police Department						
121		Wages	(420,400.00)	(420,400.00)	29,821.10	(390,578.90)	7.09%	29,821.10
			0.00		0.00			0.00
122		Overtime Wages	(20,000.00)	(20,000.00)	3,592.33	(16,407.67)	17.96%	3,592.33
			0.00		0.00			0.00
134		Christmas Bonus	(3,700.00)	(3,700.00)	0.00	(3,700.00)	0.00%	0.00
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(31,000.00)	(31,000.00)	2,354.20	(28,645.80)	7.59%	2,354.20
			0.00		0.00			0.00
142		Employee Insurance	(40,000.00)	(40,000.00)	5,105.96	(34,894.04)	12.76%	5,105.96
			0.00		0.00			0.00
143		Employee Retirement Plan	(30,000.00)	(30,000.00)	2,457.81	(27,542.19)	8.19%	2,457.81
			0.00		0.00			0.00
146		Workmen's Compensation	(12,000.00)	(12,000.00)	8,661.00	(3,339.00)	72.18%	8,661.00
			0.00		0.00			0.00
147		Unemployment Insurance	(500.00)	(500.00)	8.75	(491.25)	1.75%	8.75
			0.00		0.00			0.00
148		Employee Education And Training	(18,000.00)	(18,000.00)	1,500.00	(16,500.00)	8.33%	1,500.00
			0.00		0.00			0.00
216		Internet Services	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
219		Ecom	(1,400.00)	(1,400.00)	0.00	(1,400.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
235		Dues	(300.00) 0.00	(300.00)	0.00 0.00	(300.00)	0.00%	0.00 0.00
245		Telephone And Other Communication Services	(6,000.00) 0.00	(6,000.00)	0.00 0.00	(6,000.00)	0.00%	0.00 0.00
251		Medical Services	(600.00) 0.00	(600.00)	0.00 0.00	(600.00)	0.00%	0.00 0.00
255		Computer Hardware/Software Support	(10,000.00) 0.00	(10,000.00)	6,500.00 0.00	(3,500.00)	65.00%	6,500.00 0.00
266		Repair And Maintenance Buildings	(5,000.00) 0.00	(5,000.00)	0.00 0.00	(5,000.00)	0.00%	0.00 0.00
280		Travel	(2,500.00) 0.00	(2,500.00)	0.00 0.00	(2,500.00)	0.00%	0.00 0.00
290		Contractual Services	(2,300.00) 0.00	(2,300.00)	0.00 0.00	(2,300.00)	0.00%	0.00 0.00
310		Office Supplies And Postage	(4,000.00) 0.00	(4,000.00)	0.00 0.00	(4,000.00)	0.00%	0.00 0.00
320		Operating Supplies	(10,000.00) 0.00	(10,000.00)	0.00 0.00	(10,000.00)	0.00%	0.00 0.00
325		Bullet Proof Vests	(3,775.00) 0.00	(3,775.00)	0.00 0.00	(3,775.00)	0.00%	0.00 0.00
326		Clothing And Uniforms	(4,500.00) 0.00	(4,500.00)	1,798.38 0.00	(2,701.62)	39.96%	1,798.38 0.00
329		E-TICKET SUPPLIES	(800.00) 0.00	(800.00)	0.00 0.00	(800.00)	0.00%	0.00 0.00
330		Vehicle Operating Expense	(25,000.00) 0.00	(25,000.00)	719.90 0.00	(24,280.10)	2.88%	719.90 0.00
331		Fuel Expense	(20,000.00) 0.00	(20,000.00)	0.00 0.00	(20,000.00)	0.00%	0.00 0.00
336		Radio Expense	(1,000.00) 0.00	(1,000.00)	0.00 0.00	(1,000.00)	0.00%	0.00 0.00

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Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 6 of 16

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
479	Miscellaneous		(1,500.00) 0.00	(1,500.00)	250.00 0.00	(1,250.00)	16.67%	250.00 0.00
560	Dept Of Safety Charges		(3,000.00) 0.00	(3,000.00)	42.75 0.00	(2,957.25)	1.43%	42.75 0.00
625	Operating Lease Copier		(1,000.00) 0.00	(1,000.00)	53.76 0.00	(946.24)	5.38%	53.76 0.00
705			(10,000.00) 0.00	(10,000.00)	0.00 0.00	(10,000.00)	0.00%	0.00 0.00
940	THSO HI VISIBILITY GRANT FY 20-21		(140,000.00) 0.00	(140,000.00)	0.00 0.00	(140,000.00)	0.00%	0.00 0.00
	Equipment							
42200	Fire Department							
121			(135,160.00) 0.00	(135,160.00)	7,440.98 0.00	(127,719.02)	5.51%	7,440.98 0.00
134	Wages		(1,900.00) 0.00	(1,900.00)	0.00 0.00	(1,900.00)	0.00%	0.00 0.00
141	Christmas Bonus							
141			(10,400.00) 0.00	(10,400.00)	569.22 0.00	(9,830.78)	5.47%	569.22 0.00
143	Oasi (Employer's Share)		(10,500.00) 0.00	(10,500.00)	207.51 0.00	(10,292.49)	1.98%	207.51 0.00
146	Employee Retirement Plan		(3,200.00) 0.00	(3,200.00)	3,200.00 0.00	0.00	100.00%	3,200.00 0.00
147	Workmen's Compensation		(400.00) 0.00	(400.00)	18.25 0.00	(381.75)	4.56%	18.25 0.00
148	Unemployment Insurance		(8,000.00) 0.00	(8,000.00)	0.00 0.00	(8,000.00)	0.00%	0.00 0.00
235	Employee Education And Training		(500.00) 0.00	(500.00)	0.00 0.00	(500.00)	0.00%	0.00 0.00
238	Dues		(5,000.00) 0.00	(5,000.00)	0.00 0.00	(5,000.00)	0.00%	0.00 0.00
	Public Relations/Parade							

Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
240		Utilities	(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	0.00
245		Telephone And Other Communication Services	(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
251		Medical Services	(100.00)	(100.00)	50.00	(50.00)	50.00%	50.00
255		Computer Hardware/Software Support	(4,500.00)	(4,500.00)	0.00	(4,500.00)	0.00%	0.00
266		Repair And Maintenance Buildings	(40,000.00)	(40,000.00)	573.34	(39,426.66)	1.43%	573.34
280		Travel	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
281		Osha Testing	(10,500.00)	(10,500.00)	0.00	(10,500.00)	0.00%	0.00
290		Contractual Services	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
310		Office Supplies And Postage	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
320		Operating Supplies	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
326		Clothing And Uniforms	(3,000.00)	(3,000.00)	213.48	(2,786.52)	7.12%	213.48
330		Vehicle Operating Expense	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
331		Fuel Expense	(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
336		Radio Expense	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
344		Fire Department Equipment	(48,000.00)	(48,000.00)	3,283.09	(44,716.91)	6.84%	3,283.09
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
479	Miscellaneous		(1,000.00) 0.00	(1,000.00)	0.00 0.00	(1,000.00)	0.00%	0.00 0.00
733	FEMA Hazard Mitigation		(240,000.00) 0.00	(240,000.00)	0.00 0.00	(240,000.00)	0.00%	0.00 0.00
931	Paving		(120,000.00) 0.00	(120,000.00)	0.00 0.00	(120,000.00)	0.00%	0.00 0.00
940	Equipment		(605,000.00) 0.00	(605,000.00)	523,575.00 0.00	(81,425.00)	86.54%	523,575.00 0.00
42400	Animal Control Department							
170	Fees		(6,000.00) 0.00	(6,000.00)	450.00 0.00	(5,550.00)	7.50%	450.00 0.00
42420	Building Inspection/Stormwater Managemnt							
235	Dues		0.00 0.00	0.00	6,210.00 0.00	6,210.00	No Budget	6,210.00 0.00
269	Demolition		(10,000.00) 0.00	(10,000.00)	0.00 0.00	(10,000.00)	0.00%	0.00 0.00
290	SAFEBuilt		(75,000.00) 0.00	(75,000.00)	0.00 0.00	(75,000.00)	0.00%	0.00 0.00
479	Miscellaneous		(100.00) 0.00	(100.00)	0.00 0.00	(100.00)	0.00%	0.00 0.00
43100	Highways And Streets							
121	Wages		(329,150.00) 0.00	(329,150.00)	23,008.80 0.00	(306,141.20)	6.99%	23,008.80 0.00
122	Overtime Wages		(6,000.00) 0.00	(6,000.00)	1,508.73 0.00	(4,491.27)	25.15%	1,508.73 0.00
134	Christmas Bonus		(3,500.00) 0.00	(3,500.00)	0.00 0.00	(3,500.00)	0.00%	0.00 0.00
141	Oasi (Employer's Share)		(24,500.00) 0.00	(24,500.00)	1,648.40 0.00	(22,851.60)	6.73%	1,648.40 0.00

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Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 9 of 16

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142	Employee Insurance		(50,000.00) 0.00	(50,000.00)	5,335.69 0.00	(44,664.31)	10.67%	5,335.69 0.00
143	Employee Retirement Plan		(18,000.00) 0.00	(18,000.00)	1,826.31 0.00	(16,173.69)	10.15%	1,826.31 0.00
146	Workmen's Compensation		(9,700.00) 0.00	(9,700.00)	7,720.00 0.00	(1,980.00)	79.59%	7,720.00 0.00
147	Unemployment Insurance		(400.00) 0.00	(400.00)	0.00 0.00	(400.00)	0.00%	0.00 0.00
148	Employee Education And Training		(1,500.00) 0.00	(1,500.00)	0.00 0.00	(1,500.00)	0.00%	0.00 0.00
216	Internet Services		(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
240	Utilities		(8,500.00) 0.00	(8,500.00)	0.00 0.00	(8,500.00)	0.00%	0.00 0.00
245	Telephone And Other Communication Services		(2,800.00) 0.00	(2,800.00)	0.00 0.00	(2,800.00)	0.00%	0.00 0.00
251	Medical Services		(500.00) 0.00	(500.00)	0.00 0.00	(500.00)	0.00%	0.00 0.00
266	Repair And Maintenance Buildings		(3,500.00) 0.00	(3,500.00)	0.00 0.00	(3,500.00)	0.00%	0.00 0.00
268	Repair And Maintenance Roads And Streets		(15,000.00) 0.00	(15,000.00)	0.00 0.00	(15,000.00)	0.00%	0.00 0.00
280	Travel		(500.00) 0.00	(500.00)	0.00 0.00	(500.00)	0.00%	0.00 0.00
294	Equipment Leasing		(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
310	Office Supplies And Postage		(800.00) 0.00	(800.00)	0.00 0.00	(800.00)	0.00%	0.00 0.00
320	Operating Supplies		(9,000.00) 0.00	(9,000.00)	298.34 0.00	(8,701.66)	3.31%	298.34 0.00

Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326		Clothing And Uniforms	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
330		Vehicle Operating Expense	(35,000.00)	(35,000.00)	249.87	(34,750.13)	0.71%	249.87
			0.00		0.00			0.00
331		Fuel Expense	(38,500.00)	(38,500.00)	0.00	(38,500.00)	0.00%	0.00
			0.00		0.00			0.00
479		Miscellaneous	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
482		Drainage Repair	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
922		Capital Outlay- Bldg. & Grounds	(96,500.00)	(96,500.00)	0.00	(96,500.00)	0.00%	0.00
			0.00		0.00			0.00
931		Paving	(350,000.00)	(350,000.00)	0.00	(350,000.00)	0.00%	0.00
			0.00		0.00			0.00
940		Equipment	(130,000.00)	(130,000.00)	0.00	(130,000.00)	0.00%	0.00
			0.00		0.00			0.00
43190		State Street Aid						
247		Street Lighting	(75,000.00)	(75,000.00)	0.00	(75,000.00)	0.00%	0.00
			0.00		0.00			0.00
342		Sign Parts And Supplies	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
343		Traffic Light Maintenance	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
400		Materials And Supplies	(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
			0.00		0.00			0.00
931		Paving	(50,000.00)	(50,000.00)	2,483.29	(47,516.71)	4.97%	2,483.29
			0.00		0.00			0.00
940		Equipment	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name: LGC Statement of Expenditure
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Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 11 of 16

Fund : 110			Monthly Comparative:			8.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43200	Solid Waste And Recycling							
121		Wages	0.00	0.00	2,997.60	2,997.60	No Budget	2,997.60
			0.00		0.00			0.00
122		Overtime Wages	0.00	0.00	320.36	320.36	No Budget	320.36
			0.00		0.00			0.00
141		Oasi (Employer's Share)	0.00	0.00	222.25	222.25	No Budget	222.25
			0.00		0.00			0.00
142		Employee Insurance	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00		0.00			0.00
143		Employee Retirement Plan	0.00	0.00	249.63	249.63	No Budget	249.63
			0.00		0.00			0.00
290		Contractual Services	(275,000.00)	(275,000.00)	0.00	(275,000.00)	0.00%	0.00
			0.00		0.00			0.00
44440	Recreation							
240		Utilities	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
300		Veteran War Memorial Park	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
			0.00		0.00			0.00
320		Operating Supplies	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
479		Miscellaneous	(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
			0.00		0.00			0.00
715		LPRF	(400,000.00)	(400,000.00)	0.00	(400,000.00)	0.00%	0.00
			0.00		0.00			0.00
725		Park Development And Operation	(110,000.00)	(110,000.00)	29,143.00	(80,857.00)	26.49%	29,143.00
			0.00		0.00			0.00
44800	Library							
121		Wages	(48,445.00)	(48,445.00)	3,350.11	(45,094.89)	6.92%	3,350.11
			0.00		0.00			0.00

Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
134		Christmas Bonus	(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
141		Oasi (Employer's Share)	(3,650.00)	(3,650.00)	256.30	(3,393.70)	7.02%	256.30
146		Workmen's Compensation	(1,700.00)	(1,700.00)	1,700.00	0.00	100.00%	1,700.00
147		Unemployment Insurance	(140.00)	(140.00)	7.84	(132.16)	5.60%	7.84
148		Employee Education And Training	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
216		Internet Services	(1,800.00)	(1,800.00)	0.00	(1,800.00)	0.00%	0.00
240		Utilities	(2,600.00)	(2,600.00)	0.00	(2,600.00)	0.00%	0.00
245		Telephone And Other Communication Services	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
251		Medical Services	(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
255		Computer Hardware/Software Support	(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
266		Repair And Maintenance Buildings	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
280		Travel	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
310		Office Supplies And Postage	(1,700.00)	(1,700.00)	6.00	(1,694.00)	0.35%	6.00
479		Miscellaneous	(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
490		BOOKS	(5,800.00)	(5,800.00)	0.00	(5,800.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name: LGC Statement of Expenditure
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Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 13 of 16

Fund : 110

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
619		Library Training Grant 20-21	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
			0.00		0.00			0.00
625		Operating Lease Copier	(500.00)	(500.00)	31.66	(468.34)	6.33%	31.66
			0.00		0.00			0.00
721		Summer Reading Program	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
940		Equipment	(17,000.00)	(17,000.00)	0.00	(17,000.00)	0.00%	0.00
			0.00		0.00			0.00
90000		Lease Principal Payments						
100		Personal Services	(6,044.00)	(6,044.00)	0.00	(6,044.00)	0.00%	0.00
			0.00		0.00			0.00
294		Equipment Leasing	(249.00)	(249.00)	0.00	(249.00)	0.00%	0.00
			0.00		0.00			0.00
300		Veteran War Memorial Park	(5,800.00)	(5,800.00)	0.00	(5,800.00)	0.00%	0.00
			0.00		0.00			0.00
400		Materials And Supplies	(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
			0.00		0.00			0.00
Total For Fund: 110			(5,536,936.00)	(5,536,936.00)	881,095.33	(4,655,840.67)	15.91%	881,095.33
			0.00		0.00			0.00

Template Name: LGC Statement of Expenditure
Created by: LGC

Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 14 of 16

Fund : 127

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42121	Criminal Investigation							
747			(37,500.00)	(37,500.00)	0.00	(37,500.00)	0.00%	0.00
	Drug Fund Operations		0.00		0.00			0.00
Total For Fund: 127			(37,500.00)	(37,500.00)	0.00	(37,500.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 412

Monthly Comparative: 8.33%

Object	Sewer	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52200	Sewer								
216			Internet Services	(800.00) 0.00	(800.00)	0.00 0.00	(800.00)	0.00%	0.00 0.00
240			Utilities	(180,000.00) 0.00	(180,000.00)	0.00 0.00	(180,000.00)	0.00%	0.00 0.00
245			Telephone And Other Communication Services	(500.00) 0.00	(500.00)	0.00 0.00	(500.00)	0.00%	0.00 0.00
252			Legal Services	(15,000.00) 0.00	(15,000.00)	0.00 0.00	(15,000.00)	0.00%	0.00 0.00
253			Accounting And Auditing Fees	(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
260			Repair And Maintenance Services	(15,000.00) 0.00	(15,000.00)	3,337.41 0.00	(11,662.59)	22.25%	3,337.41 0.00
268			Repair And Maintenance Roads And Streets	(3,500.00) 0.00	(3,500.00)	0.00 0.00	(3,500.00)	0.00%	0.00 0.00
290			Contractual Services	(950,000.00) 0.00	(950,000.00)	4,084.25 0.00	(945,915.75)	0.43%	4,084.25 0.00
298			Commission Fees	(22,000.00) 0.00	(22,000.00)	2,025.00 0.00	(19,975.00)	9.20%	2,025.00 0.00
362			Residential Pump Repair And Maintenance	0.00 0.00	0.00	22,500.00 0.00	22,500.00	No Budget	22,500.00 0.00
364			Wastewater Plant Repair And Maintenance	0.00 0.00	0.00	3,255.10 0.00	3,255.10	No Budget	3,255.10 0.00
401			CONSTRUCTION	(1,628,850.00) 0.00	(1,628,850.00)	90,280.90 0.00	(1,538,569.10)	5.54%	90,280.90 0.00
479			Miscellaneous	(1,000.00) 0.00	(1,000.00)	0.00 0.00	(1,000.00)	0.00%	0.00 0.00
510			Insurance	(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00

Template Name: LGC Statement of Expenditure
Created by: LGC

Town of Mount Carmel
Statement of Expenditures and Encumbrances
July 2025

User: Tyler Williams
Date/Time: 8/13/2025 1:53 PM
Page 16 of 16

Fund : 412

Monthly Comparative: 8.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
533		Machinery And Equipment Rental	(200,000.00) 0.00	(200,000.00)	15,000.00 0.00	(185,000.00)	7.50%	15,000.00 0.00
540		Depreciation	(290,000.00) 0.00	(290,000.00)	0.00 0.00	(290,000.00)	0.00%	0.00 0.00
596		State Permit Fees	(3,500.00) 0.00	(3,500.00)	1,753.87 0.00	(1,746.13)	50.11%	1,753.87 0.00
614		2013 Rev/Tax Refunding Bonds	(45,000.00) 0.00	(45,000.00)	0.00 0.00	(45,000.00)	0.00%	0.00 0.00
635		Tlida Interest	(3,200.00) 0.00	(3,200.00)	0.00 0.00	(3,200.00)	0.00%	0.00 0.00
691		Bank Service Charges	0.00 0.00	0.00	97.27 0.00	97.27	No Budget	97.27 0.00
955		Belt Press/Roto Rooter Maintenance	(1,500.00) 0.00	(1,500.00)	0.00 0.00	(1,500.00)	0.00%	0.00 0.00
956		Sewer Plant Blowers	(5,000.00) 0.00	(5,000.00)	0.00 0.00	(5,000.00)	0.00%	0.00 0.00
Total For Fund: 412			(3,368,850.00) 0.00	(3,368,850.00)	142,333.80 0.00	(3,226,516.20)	4.22%	142,333.80 0.00

Mount Carmel Fire Department

Mitch Walker, Fire Chief



August 4th, 2025

To: James Stables, City Manager

Ref: July 2025 Monthly Report

The Mount Carmel Fire Department answered a total of 41 calls for service during the month of July. Day shift personnel answered 23 calls, and 18 calls were answered by volunteer staff. Our average dispatch to arrival time was 5:39 with a 90th percentile of 8:09. Calls for this month included structure fires, multiple vehicle accidents and medical responses. This brings our year-to-date total to 252 calls for service.

July proved to be extremely busy for our department. We conducted 12 smoke detector installs at residences throughout Mount Carmel which was made possible by "Get-Alarmed" through the State of Tennessee Fire Marshal's Office. We also participated in multiple community engagement events. We are pleased to announce that we have taken delivery of the new Tower 18, a 2013 Sutphen 90' aerial platform. Obtaining this apparatus has been a two-year process for us and we are glad to see the project completed. We will be conducting a large amount of training with the truck over the coming months.

Over July, we conducted multiple in-house training courses on a wide variety of topics. Members worked on hose line deployments, vehicle fire suppression, rapid intervention drills, firefighter air emergencies, and wall breaching. We had two firefighters obtain fire commission certifications over the month. Firefighter Hayden Joyner obtained Fire Officer III and Firefighter Michael Murray obtained Hazardous Materials Technician.

Thank you and the BMA for your continued support.

Mitch Walker, Fire Chief

Custom ▾ Jul 1, 2025 - Jul 31, 2025 ▾

59%

FIRE
Percentage of Total Incidents

41%

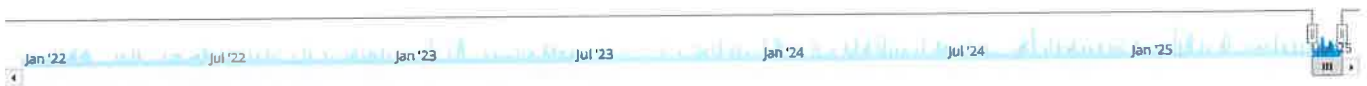
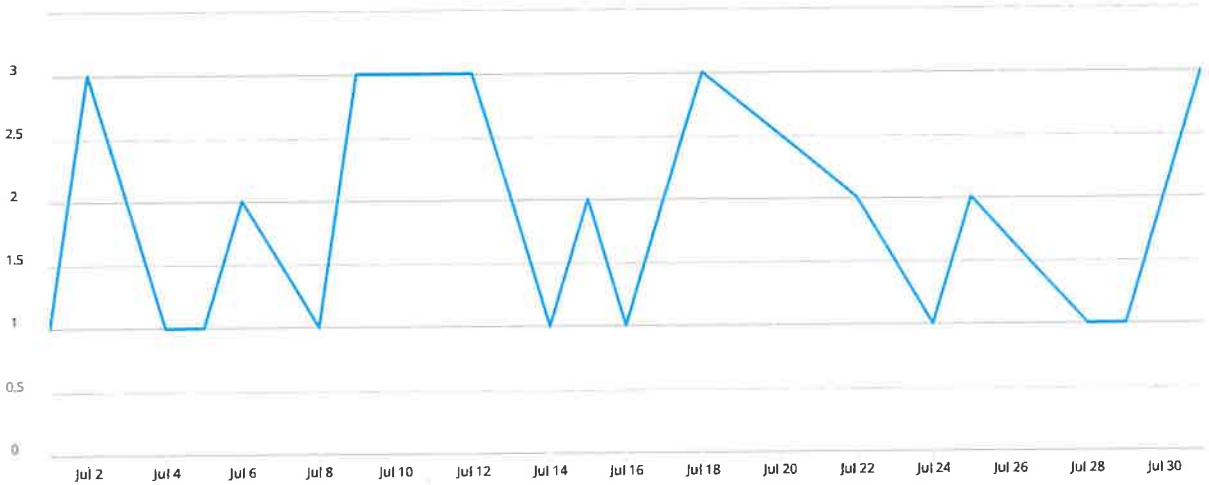
EMS
Percentage of Total Incidents

41

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



	<div>Counts % Rows % Columns % All</div>													
Week Ending	7/6/25	7/13/25	7/20/25	7/27/25	8/3/25	8/10/25	8/17/25	8/24/25	8/31/25	9/7/25	9/14/25	9/21/25	9/28/25	Total
(11) Structure Fire	1													1
(12) Fire in mobile property used as a fixed structure	1													1
(16) Special outside fire	1													1
(31) Medical assist		3	3	1	2									9
(32) Emergency medical service (EMS) incident	2		2	1	3									8
(46) Accident, potential accident					1									1
(47) Explosive, bomb removal		1												1
(55) Public service assistance		4	2	1										7
(56) Unauthorized burning					1									1
(61) Dispatched and canceled en route	3	2	1	1										7
(63) Controlled burning				1										1
(73) System or detector malfunction		1	1											2
(74) Unintentional system/detect... operation (no fire)		1												1
Total	8	12	9	5	7									41



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU:

FROM: James Stables, Town Administrator/Manager

DATE: August 28, 2025

RE: **ORDINANCE NO. 25-542 (2nd Reading) AN ORDINANCE TO REPEAL
AND REPLACE TITLE 3, CHAPTERS 1 THROUGH 4 OF THE MOUNT
CARMEL MUNICIPAL CODE-2010 REGARDING MUNICIPAL COURTS**

SUMMARY:

This ordinance will repeal and replace chapters 1 through 4 of the Mount Carmel Municipal Code-2010, which allows for updates consistent with Tennessee law and standards and updating the court costs to the current day valuation of expenses.

REQUESTING DEPARTMENT(S):

Administration

FISCAL IMPACT:

Incalculable revenue increase/decrease to offset overall court costs.

STAFF RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

EXHIBIT A Proposed Title 3, Chapter 1 through 4 rewritten

EXHIBIT B Original Title 3, Chapter 1 through 4



ORDINANCE 25-542

BEFORE THE MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL,
TENNESSEE

**AN ORDINANCE TO REPEAL AND REPLACE TITLE 3, CHAPTERS 1 THROUGH 4
OF THE MOUNT CARMEL MUNICIPAL CODE-2010 REGARDING MUNICIPAL
COURTS**

WHEREAS, Title 3 of the Mount Carmel Municipal Code-2010 needs to be updated to reflect changes in Tennessee law and standards, and to further detail the scope of jurisdiction, finance, operations, and functions of the municipal court.

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Mount Carmel, Tennessee that:

SECTION 1. Title 3, Chapters 1 through 4 of the Mount Carmel Municipal Code is amended by repealing existing Title 3, Chapter 1 through 4 in their entirety, and replacing it with Title 3, Chapters 1 through 4 as contained in Exhibit A attached hereto.

SECTION 2. This ordinance shall take effect from and after the final passage upon second reading, and publishing as required.

Approved on First Reading July 24, 2025

Approved on Second Reading August 28, 2025

Approved as to Form:

Town Attorney

This Ordinance was duly considered and adopted by the Board of Mayor and Aldermen, on second reading, in and for the Town of Mount Carmel, Tennessee, this **28th** day of **August 2025**.

Attest

John Gibson, Mayor

Tyler Williams, Town Recorder

EXHIBIT A – 2025 REPLACEMENT

TITLE 3 **MUNICIPAL COURT**

CHAPTER

1. MUNICIPAL JUDGE.
2. COURT ADMINISTRATION.
3. WARRANTS, SUMMONSES AND SUBPOENAS.
4. BONDS AND APPEALS.

CHAPTER 1 **MUNICIPAL JUDGE**

SECTION

- 3-101. Municipal judge.
3-102. Jurisdiction.

3-101. Municipal judge.

- (1) Office created. Pursuant to the authority granted in state law and the town charter, there is hereby created and established for the Town of Mount Carmel, Tennessee, the office of municipal judge, which judge shall be vested with the judicial powers and functions granted under the laws of Tennessee, and said judge shall be subject to the provisions of the laws governing the municipal court, as set out by the laws of the State of Tennessee.
- (2) Appointment. The municipal judge designated by the charter to handle judicial matters within the town shall be appointed by the board of mayor and aldermen and shall serve at the pleasure of the governing body. Vacancies in the office of the municipal judge arising from resignation, disqualification or for any other reason whatsoever, shall be filled in the same manner as prescribed for the appointment of the municipal judge.
- (3) Qualifications. The municipal judge shall be a minimum of thirty (30) years of age, be licensed by the State of Tennessee to practice law, and be a resident of Tennessee.
- (4) Term of office; vacancy. The municipal judge shall be appointed by the board of mayor and aldermen for a term of two (2) years, said term beginning the first day of July and any incumbent judge shall serve during the term and until his successor is appointed and qualified. Any vacancy in the office of municipal judge shall be filled for the unexpired term by the board of mayor and aldermen.
- (5) Judge pro tem. During the absence of the municipal judge from his duties for any reason or at any time the office of the municipal judge is vacant, the board of mayor and aldermen may appoint a municipal judge pro tem to serve until the municipal judge returns to his duties or the office of municipal judge is no longer vacant. The municipal judge pro tem shall have all the qualifications required, and powers, of the municipal judge.
- (6) Oath and bond. The municipal judge shall take the same oath of office as that prescribed for the mayor and, before entering upon the duties of this office, shall make bond in the

amount of five thousand dollars (\$5,000), the cost of said bond being paid by the Town of Mount Carmel.

- (7) **Salary.** The salary of the municipal judge shall be fixed by board of mayor and aldermen before his or her appointment and said salary shall not be altered during the term for which he or she is appointed.

3-102. Jurisdiction. The municipal judge shall have the authority to try persons charged with the violation of municipal ordinances, and to punish persons convicted of such violations by levying a civil penalty under the general penalty provision of this code.

CHAPTER 2

COURT ADMINISTRATION

SECTION

- 3-201. Maintenance of docket.
- 3-202. Imposition of penalties and costs.
- 3-203. Disposition and report of penalties and costs.
- 3-204. Contempt of court.
- 3-205. Use of collections agency authorized.

3-201. Maintenance of docket. The court clerk in conjunction with the municipal judge shall keep a complete docket of all matters coming before him in his judicial capacity. The docket shall include for each defendant such information as his name; alleged offense(s); disposition; penalties and costs imposed and whether collected; and all other information which may be relevant.

3-202. Imposition of Fines, Penalties, and Court Costs.

- (1) All fines and costs shall be imposed by the municipal judge and recorded by the municipal court clerk on the municipal court docket. The maximum fine amount shall be \$50.00, as identified in Article VI, Section 14 of the Tennessee Constitution. All fines or costs to the Town paid via credit or debit cards may be subject to a processing fee
- (2) **Court Costs** - In all cases heard and determined by him or her, the municipal judge shall impose court costs in the amount of one hundred and twenty-two dollars (\$122.00). Two dollars (\$2.00) of the court costs shall be forwarded by the court clerk to the state treasurer in accordance to Tennessee Code Annotated § 16-18-304(a) to be used by the Administrative Office of the Courts for training and continuing education courses for municipal court judges and municipal court clerks.
- (3) **Court Costs for compliance dismissal prior to court date** - When any person has been charged with violation of a law regarding vehicle equipment (including but not limited to inoperable headlights, tail lights, brake lights or turn signals), driver licensing, or vehicle licensing and registration, the charge may be dismissed if the person charged with the violation submits evidence of compliance with such law on or before the court date; provided, however, that the municipal judge may establish a separate court cost not to exceed \$27.00 to be collected from the person charged with the violation. This separate court costs will be assessed in lieu of the court costs detailed in Section 3-202(2) above.

Two dollars (\$2.00) of the court costs shall be forwarded by the court clerk to the state treasurer in accordance with Tennessee Code Annotated § 16-18-304(a) to be used by the Administrative Office of the Courts for training and continuing education courses for municipal court judges and municipal court clerks.

- (4) **Litigation Taxes** - In all cases where the defendant is charged with the violation of a municipal ordinance or authorized state statute and is found guilty, whether by trial or plea of guilty, such defendant shall pay:

(a) The State litigation taxes of \$13.75 as defined in Tennessee Code Annotated § 67-4-601.

(b) Any other taxes and/or fees imposed pursuant to state statutes and/or municipal ordinances.

(5) Electronic citation regulations and fees.

(a) As used in this section, "electronic citation" means a written citation or an electronic citation prepared by a law enforcement officer on paper or on an electronic data device with the intent the citation shall be filed, electronically or otherwise, with a court having jurisdiction over the alleged offense.

(b) Pursuant to and in accordance with state statutory requirements found in Tennessee Code Section 55-10-207(e), each court clerk shall charge and collect an electronic citation fee of five dollars (\$5.00) for each citation which results in a conviction.

(c) Sunset provision. This Ordinance and its fee requirement shall terminate five (5) years from the date of adoption of this Ordinance and the Town's Municipal Code shall be so annotated.

3-203. Disposition and report of penalties and costs. All funds coming into the Town in the form of penalties, costs, and forfeitures shall be recorded by the court clerk. At the end of each month the court clerk shall submit to the Town Administrator/Manager for availability to the board of mayor and aldermen a report accounting for the collection or non-collection of all penalties and costs imposed by his or her court during the current month and to date for the current fiscal year.

3-204. Contempt of court. Contempt of court is punishable by a fine of fifty dollars (\$50.00), or such lesser amount as may be imposed in the judge's discretion.

3-205. Use of a collection agency authorized. In addition to all other remedies for collecting delinquent fines and costs owed to the town, the town may use the services of a collection agency pursuant to the procedures as set forth in Tennessee Code Annotated, § 40-24-105. (Ord. #267, Feb. 2004)

CHAPTER 3

SUMMONSES AND SUBPOENAS

SECTION

3-301. Issuance of summonses.

3-302. Issuance of subpoenas.

3-301. Issuance of summonses. When a complaint of an alleged ordinance violation is made to the municipal judge, the judge may, in his discretion, issue a summons ordering the alleged offender personally to appear before the municipal court at a time specified

therein to answer to the charges against them. The summons shall contain a brief description of the offense charged but need not set out verbatim the provisions of the municipal code or ordinance alleged to have been violated. Upon failure of any person to appear before the municipal court as commanded in a summons lawfully served on him, the cause may be proceeded with ex parte, and the judgment of the court shall be valid and binding subject to the defendant's right of appeal.

3-302. Issuance of subpoenas. The municipal judge may subpoena as witnesses all persons whose testimony he believes will be relevant and material to matters coming before his court, and it shall be unlawful for any person lawfully served with such a subpoena to fail or neglect to comply therewith.

CHAPTER 4

BONDS AND APPEALS

SECTION

3-401. Appeals.

3-402. Bond amounts, conditions, and forms.

3-401. Appeals. Any person dissatisfied with any judgment of the municipal court against him may, within ten (10) days thereafter, Sundays exclusive, appeal to the circuit court of the county upon giving bond.

"Person" as used in this section includes, but is not limited to, a natural person, corporation, business entity or the municipality.

3-402. Bond amounts, conditions, and forms.

(1) Appeal bond. An appeal bond in any case shall be two hundred fifty dollars (\$250.00) for such person's appearance and the faithful prosecution of the appeal.

(2) Pauper's oath. A bond is not required provided the defendant/appellant

(a) Files the following oath of poverty:

I, _____, do solemnly swear under penalties of perjury, that owing to my poverty, I am not able to bear the expense of the action which I am about to commence, and that I am justly entitled to the relief sought, to the best of my belief;

(b) Files an accompanying affidavit of indigency.

The affidavit of indigency must be sworn to by the defendant/appellant and the facts therein may be investigated.

If approved by the Judge, the appeal bond may be waived or reduced

"Person" as used in this section includes, but is not limited to, a natural person, corporation, business entity or the municipality.

EXHIBIT B – 2010 ORIGINAL DOCUMENT

EXHIBIT B – 2010 ORIGINAL DOCUMENT

TITLE 3

MUNICIPAL COURT¹

CHAPTER

1. CITY JUDGE.
2. COURT ADMINISTRATION.
3. WARRANTS, SUMMONSES AND SUBPOENAS.
4. BONDS AND APPEALS.

CHAPTER 1

CITY JUDGE

SECTION

3-101. City judge.

3-101. City judge. (1) Office created. Pursuant to the authority granted in state law and the town charter, there is hereby created and established for the Town of Mount Carmel, Tennessee, the office of municipal judge, which judge shall be vested with the judicial powers and functions granted under the laws of Tennessee, and said judge shall be subject to the provisions of the laws governing the municipal court, as set out by the laws of the State of Tennessee.

(2) Qualifications. Any person serving as municipal judge shall be at least twenty-five (25) years of age and shall be a resident of the State of Tennessee at the time of and for the duration of his appointment.

(3) Term of office; vacancy. The municipal judge shall be appointed by the board of mayor and aldermen for a term of two (2) years, said term beginning the first day of July and any incumbent judge shall serve during the term and until his successor is appointed and qualified. Any vacancy in the office of municipal judge shall be filled for the unexpired term by the board of mayor and aldermen.

(4) Oath and bond. The municipal judge shall take the same oath of office as that prescribed for the mayor and, before entering upon the duties of this office, shall make bond in the amount of five thousand dollars (\$5,000.00), the cost of said bond being paid by the Town of Mount Carmel.

(5) Salary. The salary of the municipal judge shall be fixed by the board of mayor and aldermen before his or her appointment and said salary

¹Charter reference

City Judge--City Court: § 6-4-301.

EXHIBIT B – 2010 ORIGINAL DOCUMENT

shall not be altered during the term for which he or she is appointed. (1990 Code, § 3-101, modified)

CHAPTER 2 COURT

ADMINISTRATION

SECTION

3-201. Maintenance of docket.

3-202. Fines, forfeitures and commissions.

3-203. Disposition and report of fines, penalties, and costs. 3-204.

Contempt of court.

3-205. Use of a collection agency authorized.

3-201. Maintenance of docket. The city judge shall keep a complete docket of all matters coming before him in his judicial capacity. The docket shall include for each defendant such information as his name; warrant and/or summons numbers; alleged offense; disposition; fines, penalties, and costs imposed and whether collected; whether committed to workhouse; and all other information which may be relevant. (1990 Code, § 3-201)

3-202. Fines, forfeitures, and commissions.¹ In all charges involving the violations or alleged violations of a city ordinance:

(1) In all cases heard and determined by him, the city judge shall impose court costs in the amount of seventy-seven dollars and twenty-five cents (\$77.25), to be added to the fine and litigation tax. One dollar (\$1.00) of the court costs shall be forwarded by the court clerk to the state treasurer to be used by the administrative office of the courts for training and continuing education courses for municipal court judges and municipal court clerks.

(2) The maximum fine of forfeiture shall be fifty dollars (\$50.00), unless assessed by a jury of peers who find that the fine should be more than fifty dollars (\$50.00), yet not exceeding five hundred dollars (\$500.00). (1990 Code, § 3-203, as amended by Ord. #228, Dec. 2001, and Ord. #09-347, Oct. 2009)

3-203. Disposition and report of fines, penalties, and costs. All funds coming into the hands of the city judge in the form of fines, penalties, costs, and forfeitures shall be recorded by him and paid over daily to the town. At the end of each month he shall submit to the board of mayor and aldermen a report accounting for the collection or noncollection of all fines, penalties, and costs imposed by his court during the current month and to date for the current fiscal year. (1990 Code, § 3-203)

¹The schedule of commissions and fines is of record in the office of the city recorder.

EXHIBIT B – 2010 ORIGINAL DOCUMENT

3-204. Contempt of court. Contempt of court is punishable by a fine of fifty dollars (\$50.00), or such lesser amount as may be imposed in the judge's discretion.

3-205. Use of a collection agency authorized. In addition to all other remedies for collecting delinquent fines and costs owed to the town, the town may use the services of a collection agency pursuant to the procedures as set forth in Tennessee Code Annotated, § 40-24-105. (Ord. #267, Feb. 2004)

CHAPTER 3

WARRANTS, SUMMONSES, AND SUBPOENAS

SECTION

3-301. Issuance of arrest warrants. 3-

302. Issuance of summonses.

3-303. Issuance of subpoenas.

3-304. Citations in lieu of arrest in non-traffic cases. 3-305.

Summonses in lieu of arrest.

3-301. Issuance of arrest warrants.¹ The city judge shall have the power to issue warrants for the arrest of persons charged with violating municipal ordinances. (1990 Code, § 3-301)

3-302. Issuance of summonses. When a complaint of an alleged ordinance violation is made to the city judge, the judge may in his discretion, in lieu of issuing an arrest warrant, issue a summons ordering the alleged offender personally to appear before the city court at a time specified therein to answer to the charges against him. The summons shall contain a brief description of the offense charged but need not set out verbatim the provisions of the municipal code or ordinance alleged to have been violated. Upon failure of any person to appear before the city court as commanded in a summons lawfully served on him, the cause may be proceeded with ex parte, and the judgment of the court shall be valid and binding subject to the defendant's right of appeal. (1990 Code, § 3-302)

3-303. Issuance of subpoenas. The city judge may subpoena as witnesses all persons whose testimony he believes will be relevant and material to matters coming before his court, and it shall be unlawful for any person lawfully served with such a subpoena to fail or neglect to comply therewith. (1990 Code, § 3-303)

3-304. Citations in lieu of arrest in non-traffic cases. Pursuant to Tennessee Code Annotated, § 7-63-101, et seq., the board of mayor and aldermen appoints the fire chief, or his designee in the fire department and the building inspector, or his designee in the building department, special police officers having the authority to issue citations in lieu of arrest. The fire chief, or his designee in the fire department shall have the authority to issue citations in lieu

¹State law reference

For authority to issue arrest warrants see Tennessee Code Annotated, title 40, chapter 5.

EXHIBIT B – 2010 ORIGINAL DOCUMENT

of arrest for violations of the fire code adopted in this municipal code of ordinances. The building inspector, or his designee in the building department shall have the authority to issue citations in lieu of arrest for violations of the building, utility and housing codes adopted in this municipal code of ordinances. The citation in lieu of arrest shall contain the name and address of the person being cited and such other information necessary to identify and give the person cited notice of the charges against him, and state a specific date and place for the offender to appear and answer the charges against him. The citation shall also contain an agreement to appear, which shall be signed by the offender. If the offender refuses to sign the agreement to appear, the special officer in whose presence the offense was committed shall immediately arrest the offender and dispose of him in accordance with Tennessee Code Annotated,

§ 7-63-101. (Ord. #211, Dec. 1999)

3-305. Summonses in lieu of arrest. Pursuant to Tennessee Code Annotated, § 7-63-201, et seq., which authorizes the board of mayor and aldermen to designate certain city enforcement officers the authority to issue ordinance summons in the areas of sanitation, litter control and animal control, the board designates the animal control officer or his designee in the police department and the public utilities board manager, or his designee in the sewer department, to issue ordinance summonses in those areas. These enforcement officers may not arrest violators or issue citations in lieu of arrest, but upon witnessing a violation of any ordinance, law or regulation in the areas of sanitation, litter control or animal control, may issue an ordinance summons and give the summons to the offender.

The ordinance summons shall contain the name and address of the person being summoned and such other information necessary to identify and give the person summoned notice of the charge against him, and state specific date and place for the offender to appear and answer the charges against him.

The ordinance summons shall also contain an agreement to appear, which shall be signed by the offender. If the offender refuses to sign the agreement to appear, the enforcement officer in whose presence the offense occurred may:

- (1) Have a summons issued by the clerk of the city court; or
- (2) May seek the assistance of a police officer to witness the violation.

The police officer who witnesses the violation may issue a citation in lieu of arrest for the violation, or arrest the offender for failure to sign the citation in lieu of arrest.

It shall be unlawful for any person to violate this agreement to appear in court, regardless of the disposition of the charge for which the ordinance summons was issued. (Ord. #211, Dec. 1999)

EXHIBIT B – 2010 ORIGINAL DOCUMENT

CHAPTER 4

BONDS AND APPEALS

SECTION

- 3-401. Appearance bonds authorized. 3-
- 402. Appeals.
- 3-403. Bond amounts, conditions, and forms.

3-401. Appearance bonds authorized. When the city judge is not available or when an alleged offender requests and has reasonable grounds for a delay in the trial of his case, he may, in lieu of remaining in jail pending disposition of his case, be allowed to post an appearance bond with the city judge or, in the absence of the judge, with the city court clerk, or in the absence of the city court clerk, with the ranking police officer on duty at the time, provided such alleged offender is not under the influence of alcohol or drugs. (1990 Code, § 3-401)

3-402. Appeals. Any defendant who is dissatisfied with any judgment of the city court against him may, within ten (10) days¹ next after such judgment is rendered, appeal to the next term of the circuit court upon posting a proper appeal bond. (1990 Code, § 3-401)

3-403. Bond amounts, conditions, and forms. An appearance bond in any case before the city court shall be in such amount as the city judge shall prescribe and shall be conditioned that the defendant shall appear for trial before the city court at the stated time and place. An appeal bond in any case shall be two hundred and fifty dollars (\$250.00), and shall be conditioned that if the circuit court shall find against the appellant the fine or penalty and all costs of the trial and appeal shall be promptly paid by the defendant and/or his sureties. An appearance or appeal bond in any case may be made in the form of a cash deposit or by any corporate surety company authorized to do business in Tennessee or by two (2) private persons who individually own real property within the county. No other type bond shall be acceptable. (1990 Code, § 3-401, modified)

¹State law reference

Tennessee Code Annotated, § 16-18-307.



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: Tyler Williams, Assistant City Manager/CFO

FROM: Jim Gilliam, Alderman

DATE: August 28, 2025

RE: **DISCUSSION/CONSIDERATION:** Amendment to Personnel Policies and
Procedures (Rev. 2025)

SUMMARY:

During the August 14, 2025 workshop, Alderman Gilliam proposed an amendment to the Personnel Policies and Procedures to remove Juneteenth as an approved holiday and replace that day with Election Day.

REQUESTING DEPARTMENT(S):

Alderman

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

NIA

ATTACHMENTS:



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam, Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU:

FROM: James Stables, Town Administrator/Manager

DATE: August 28, 2024

RE: RESOLUTION NO. 25-655 AMENDED SCHEDULE OF FEES, FINES, RATES & COSTS AS OF SEPTEMBER 1, 2025

SUMMARY:

This issue

REQUESTING DEPARTMENT(S):

City Manager

FISCAL IMPACT:

Incalculable revenue increase/decrease

STAFF RECOMMENDATION:

Staff recommends approval

ATTACHMENTS:

Court Fees, Fines & Costs Table for reference (3 pages)

RESOLUTION 25-655

BEFORE THE MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL,
TENNESSEE

WHEREAS, the monetary amount of all fees or charges levied or assessed in the code of ordinances shall be established by the Board of Mayor and Aldermen as the necessity or advisability of the same may from time to time require.

WHEREAS, the last four Town resolutions amending the schedule of fees, fines, rates & costs have included no increases, while the costs associated with execution of the Town's business have continued to climb, with the Consumer Pricing Index-Urban rate climbing approximately 26% from June 2019 through May 2025.

WHEREAS, a majority of the previously considered and approved schedule of fees, fines, rates & costs resolutions included the municipal court system's court costs and various fees, fines, and taxes are provided for reference only in this resolution, and are appropriately codified by the prevalent Town of Mount Carmel Municipal Code, 2010, Title 3 MUNICIPAL COURT, Chapter 2 COURT ADMINISTRATION, SECTION 3-202. Fines, forfeitures, and commissions.

WHEREAS,

NOW, THEREFORE BE IT RESOLVED THAT THE FOLLOWING AMENDED SCHEDULE OF FEES, FINES, RATES, AND COSTS IS EFFECTIVE AS OF AUGUST 1, 2025

GENERAL

Animal Related Fees:

Small Animal Trap Deposit	\$45 refundable upon return
Large Animal Trap Deposit	\$75 refundable upon return

Beer Permit

Privilege Tax	\$100 annually
Application Fee	\$250
TBI Background Check & Fingerprinting	\$29

Liquor License

Privilege Tax	In accordance T.C.A. §57-4-301 (8%)
Application Fee	\$500
TBI Background Check & Fingerprinting	\$29

Impounded Vehicle Fee:

Storage	\$50 per day
Peddlers Permit	\$20 plus a \$1,000 surety bond
Fireworks Permit	\$300 plus a \$1,000 surety bond
Return Check Fee	\$50

Subdivision/Zoning Book	\$6
Sexual Offender Permit Fee	\$150
Sign Permit	\$50
Food Truck Permit Fee	\$50*

** Food Truck Permit Fees shall apply to any person, group, or organization engaged in vending of food items or merchandise or offering services to the general public, in a street, lane, side walk, footpath, pavement, public park or any other public place or private area, from a temporary built-up structure (including food trucks).*

If a street vendor is present at the event at the behest of the hosting organization or has otherwise paid to participate in the event, a permit shall not be required.

All vendors found to be in operation without a permit or unaffiliated with the hosting organization or event shall be forced to cease operations until a permit is secured.

Reference Only for RESOLUTION 25-655; Court Fees, Fines, and Costs Authorized in ORDINANCE 25-542

(STED Fee* included in Court Cost, not added additionally)

COURT FEES, FINES, AND COSTS	TOTAL	<i>Court Cost</i>	<i>Fine</i>	<i>STED Fee*</i>	<i>ST LIT Tax</i>	<i>E-Cit</i>
Accident Resulting in Damage	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Animals Abandonment	\$ 170.00	122.00	50.00	-	-	-
Animal Adequate Food, Water, & Shelter	\$ 170.00	122.00	50.00	-	-	-
Animals in Heat	\$ 120.00	122.00		-	-	-
Animal Humane Treatment	\$ 170.00	122.00	50.00	-	-	-
Animal-Noisy	\$ 170.00	122.00	50.00	-	-	-
Animal-No City Tags	\$ 170.00	122.00	50.00	-	-	-
Animal Ordinance 1st Offense	\$ 170.00	122.00	50.00	-	-	-
Animal Ordinance 2nd Offense	\$ 170.00	122.00	50.00	-	-	-
Animal-Rabies Vaccinations & Registration	\$ 170.00	122.00	50.00	-	-	-
Animal-Running at Large	\$ 170.00	122.00	50.00	-	-	-
Bicycle-Riding-Use of Play Vehicles	\$ 185.75	122.00	50.00	2.00	13.75	-
Bumper Required	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Child Restraint	\$ 55.00	-	50.00	-	-	5.00
Crossing Highway Divider	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Destroying City Property	\$ 185.75	122.00	50.00	2.00	13.75	-
Disturbing the Peace	\$ 170.00	122.00	50.00	-	-	-
Driver to Exercise Due Care	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Driving Left of Center	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Driving on Wrong Side of the Road	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Driving Right Lane Except to Pass	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Driving to Slow Impeding Flow of Traffic	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Excessive Noise from Vehicle	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Failure to Maintain Control	\$ 175.00	122.00	50.00	-	-	5.00
Failure to Maintain Control w/Accident	\$ 175.00	122.00	50.00	-	-	5.00
Failure to Report Accident	\$ 185.75	122.00	50.00	2.00	13.75	-
Failure to Signal	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Failure to Appear	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Failure to Appear (certified mail service of process)	\$ 185.75	122.00	50.00	2.00	13.75	-
Failure to Obey Officer	\$ 185.75	122.00	50.00	2.00	13.75	-
Failure to Pay Fines, Fees, and costs	\$ 185.75	122.00	50.00	2.00	13.75	-
Failure to Stop for Blue Lights	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Failure to Yield Right of Way	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Failure to Yield Right of Way Causing Accident	\$ 190.75	122.00	50.00	2.00	13.75	5.00
False Report of Motor Vehicle Accident	\$ 185.75	122.00	50.00	2.00	13.75	-
Financial Responsibility-Insurance Proof	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Following to Close	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Following to Close w/Accident	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Health or Sanitation Nuisance	\$ 170.00	122.00	50.00	-	-	-
Illegal Burning	\$ 170.00	122.00	50.00	-	-	-
Immediate Notice of Accident	\$ 185.75	122.00	50.00	2.00	13.75	-
Improper Lane Use	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Improper Passing	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Improper Passing (No Passing Zone)	\$ 190.75	122.00	50.00	2.00	13.75	5.00

COURT FEES, FINES, AND COSTS	TOTAL	<i>Court Cost</i>	<i>Fine</i>	<i>STED Fee</i>	<i>ST LIT Tax</i>	<i>E-Cit</i>
Improper Passing of School Bus	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Improper Passing (Must Pass Safely)	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Improper Turn Left or Right	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Interfering with an Officer	\$ 185.75	122.00	50.00	2.00	13.75	-
Junk Cars	\$ 170.00	122.00	50.00	-	-	-
Leaving Scene of Accident	\$ 185.75	122.00	50.00	2.00	13.75	-
License Change of Address, 10 Days	\$ 190.75	122.00	50.00	2.00	13.75	5.00
License Driving Without License in Possession	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Light Law Failure to Dim	\$ 185.75	122.00	50.00	2.00	13.75	-
Light Law Headlights Required in Rain	\$ 185.75	122.00	50.00	2.00	13.75	-
Light Law-Motorcycle	\$ 185.75	122.00	50.00	2.00	13.75	-
Light Law Violation	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Limitation on Backing	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Littering (City Code)	\$ 170.00	122.00	50.00	-	-	-
Motorcycle Helmet Required	\$ 185.75	122.00	50.00	2.00	13.75	-
Motorcycle Headlight On	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Muffler Law	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Noise Violation	\$ 172.00	122.00	50.00	2.00	-	-
Obedience to any Traffic Control Devices	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Obey Signal Approach of Train	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Obstruction to Driver's View	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Open Container (Beer/Whiskey)	\$ 185.75	122.00	50.00	2.00	13.75	-
Overgrown Yard	\$ 172.00	122.00	50.00	2.00	-	-
Parking Prohibited Except Disabled	\$ 173.00	122.00	50.00	2.00	1.00	-
Photo Enforcement Violation (Contested)	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Posting of Signs Illegally	\$ 185.75	122.00	50.00	2.00	13.75	-
Registration-Address Incorrect	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-Crossed Tags	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-Driving Unregistered Vehicle	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-Expired Tags	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-Fail to Display	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-Improper Display	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-Misuse	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-No Certificate in Vehicle	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Registration-TN Required 30 Day Resident	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Returned Check Fee	\$ 50.00	-	50.00	-	-	-
Seat Belt Required (1st Offense)	\$ 35.00	5.00	-	-	25.00	5.00
Seat Belt Required (2nd Offense)	\$ 55.00	-	-	-	50.00	5.00
Speeding	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Stop Sign Violation	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Stop Sign Violation w/Accident	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Texting While Driving	\$ 60.00	122.00	50.00	-	-	-
Traffic Control Signals	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Traffic Control Device	\$ 190.75	122.00	50.00	2.00	13.75	5.00

COURT FEES, FINES, AND COSTS	TOTAL	<i>Court Cost</i>	<i>Fine</i>	<i>STED Fee</i>	<i>STLIT Tax</i>	<i>E-Cit</i>
Trucks to be Equipped w/Rearview Mirror	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Turn Signals	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Unauthorized Vehicle on Road	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Unlawful Hauling of Litter	\$ 170.00	122.00	50.00	-	-	-
Voided Ticket	\$ -	-	-	-	-	-
Warning	\$ -	-	-	-	-	-
Window Tint Violation	\$ 190.75	122.00	50.00	2.00	13.75	5.00
Windshield Wipers Required	\$ 185.75	122.00	50.00	2.00	13.75	-

For residential new construction, the following fees are for the inspections outlined below and one failure/extra; any additional owner/contractor requested or re-inspections for failures/insufficient work will be at a prepaid cost of \$45.00 each.

<u>Type of inspection</u>	<u>When Conducted</u>
Set back/footer ditch	Prior to footer/pier concrete being placed
Poured concrete or insulated pouring concrete foundation	After forming/reinforcing but before
Under slab plumbing	Prior to covering the plumbing and/or basement slab being placed
Rough framing/plumbing/mechanical	After all framing/fire blocking, rough in electrical, plumbing and mechanical are complete but before insulation is installed.
Covered insulation	After insulation in walls, ceiling, floors which will be covered by finishing products (sheetrock or similar) is installed but before installation of the finishing product.
Garage separation	If attached garage has living space above or a basement garage, type X sheetrock is required on the ceiling, inspection required after sheetrock is installed but before it is taped.
Pre-electric	After final approval by the electrical inspector
Final	After the project including driveway, walk(s), and yard is complete but before occupancy

Building Permits:

Base fee:	\$20
Residential Construction (single family): (Includes houses, garages, additions and remodeling to create living space from garages and/or basements/attics) plus the following additions if applicable	\$0.10 per square foot of living space plus \$45 per inspection (minimum of 4 for new) \$45 per inspection (minimum of 2 all others)
If drive under or attached garage under living spaces:	
If plumbing under concrete slab	\$45 per inspection
If poured concrete or insulated concrete foundation	\$45 per inspection
Residential single-family REMODELING: (Decks, retaining walls, porches, replacement windows, structural changes/repairs)	\$20 base + \$45 per inspection = \$65
Roofs	\$20 base + \$45 per inspection = \$65
Owner/Contractor Built Storage Buildings, Pools, Barns & Carports (Building Permits <u>are not required</u> for prefabricated swimming pools that are less than 24 inches or 610 mm deep and for temporary, portable swimming pools with a life expectancy of less than 6 months.)	\$20 + \$45 per inspection (minimum 2) = \$110
Prefabricated Storage Buildings of 200 sq. ft or less.	\$20 base fee

Plumbing permits:

<u>Residential:</u>	
New Construction	\$20; First \$1-5000 of cost (material + labor)
Remodeling	\$50; First \$1-5000 of cost (material + labor)
Additional Cost	\$10 per \$1000 of cost over \$5000; up to max. of \$100
Any Additional inspections	\$45 (for new or remodel)

Commercial:

Minimum fee	\$100
Fee for each fixture exceeding 10 (e.g. toilets, sinks, bathtubs, showers, water heaters, separate hose bibs)	\$5
Additional inspections due to insufficient or unacceptable work:	\$45

Mechanical including gas permits:

Residential:

New construction	\$20 first \$1-5000 of cost (material + labor)
Remodeling (fee for changes to heating/venting duct, air conditioning, new or replacement ducts, air conditioners, heat pumps, furnaces, wall heaters, space heaters, pool heaters, power/heating boilers and other permanent equipment/fixtures)	\$50 first \$1-5000 of cost (material + labor)
Additional fee:	\$10 per \$1000 of cost exceeding \$5,000 up to a maximum of \$100
Additional inspection due to insufficient or unacceptable work	\$45

Commercial:

Minimum fee	\$100
Fee for changes to heating/venting duct, gas pipe; new or replacement ducts, gas pipe, air conditioners, heat pumps, furnaces, wall heaters, space heaters, pool heaters, power/heating boilers and other permanent equipment/fixtures) first \$1.00-\$1,000.00 of cost-material and labor included in the \$100.00 minimum.	
Fee per \$1,000 of costs \$1000-\$9,999	\$10
Fee per \$1,000 of costs \$10,000 and above First \$1-\$1000 of cost (material + labor) included in \$100 min	\$5
Additional inspection due to insufficient or unacceptable work	\$45

Multi-family residential and other business/commercial/industrial/institutional

Fees will be based on the estimated cost/valuation of the project as follows:

Inspection fee:	\$100 includes 5 inspections. Any inspection thereafter \$45 each
<u>Total valuation</u>	<u>Fee</u>
\$1,000 and less	\$20
\$1,000 to 50,000	\$20 for the first \$1,000 plus \$5 for each additional thousand or fraction thereof, to and including \$50,000.

\$50,000 to \$100,000	\$265 for the first \$50,000 plus \$4 for each additional thousand or fraction thereof, to and including \$100,000.
\$100,000 to \$500,000	\$465 for the first \$100,000 plus \$3 for each additional thousand or fraction thereof, to and including \$500,000.
\$500,000 and up	\$1,660 for the first \$500,000 plus \$2 for each additional thousand or fraction thereof.
Moving Fee:	\$100 for moving of any building or structure
Demolition Fee:	<p>\$100 for demolition of any commercial building or structure.</p> <p>\$50 for demolition of any residential building to include outbuildings and/or barns if demolished at the same time as the residence.</p> <p>\$50 for demolition of outbuildings and/or barns.</p>
Building Permit Penalties:	Where work for which a permit is required by code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of code in the execution of the work nor from any other penalties prescribed.
Refunds:	Building permit fees, less a \$20 administration fee, may be refunded if a.) the permit is denied, or b.) the project is canceled provided that: no work has commenced, no inspection has taken place, and that application is made to the Treasurer within six (6) months of the application for building permit date.
Stormwater basins	\$100 each + \$100 per inspection (minimum of 1).
NOTE: This fee does not apply if the developer has paid the development fees for subdivisions.	
Development fees:	
(1) Subdivisions	\$1,000 minimum charge for each phase of the subdivision, plus \$50 for each lot over 10 but less than 40, \$25 each lot over 40.
(a) 5 Lots or Less	\$50 per lot for 5 or less.
(2) Multifamily Housing Units	\$250 min. + \$50 per unit over five (5), (maximum of \$1,000 fee)
(3) Industrial, Commercial or Institutional Sites	\$5 per \$1,000 of construction costs on permit (maximum of \$1,000 fee)
2 nd Driveway/curb cut fee:	<p>\$30 if purchased with original building permit,</p> <p>\$50 if purchased after the building permit.</p>

Grading permit:

Restricted (before stormwater installed)	\$150
Unrestricted (stormwater installed)	\$50

Planning commission:

Public Hearing, Agenda Appearance	\$35
Variances/appeals single lots	\$35
Variances/appeals multi-residential and/or commercial	\$85
Special called meeting fee	\$50
Floodplain plan review fee	\$100
Advertising Expense fee	\$25
Rezoning fee	\$200
Plan Review of Changes to Cellular Telephone Towers	\$250
(Engineering costs in addition to the initial fee will be paid by applicant)	

Construction Board of Adjustment & Appeals Application Fee	\$250 per application (Will be refunded if appeal is granted)
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Mud/Silt/Debris Prevention, Clean-up, Repair Fees, per incident:

Service charge and Administration fee	\$250
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Any material or rental equipment used Cost + 15%

The Cost of Equipment and Personnel Computed as Follows:

Backhoe and/or Bobcat	\$46 per hour, 2 hour minimum
Dump truck	\$82 per hour, 2 hour minimum
Pickup truck	\$16 per hour, 2 hour minimum
Fire truck	\$150 per hour, 2 hour minimum
Supervisory personnel	\$60 per hour, 2 hour minimum
Maintenance Worker	\$30 per hour, 2 hour minimum
Operator or Mechanic	\$40 per hour, 2 hour minimum

NOTE: For after-hours/weekends/holiday work the above costs will be at 1½ times the above rate.

CLEANUP of overgrowth, rubbish, old appliances,
mowing, removal of structures, etc.:

\$200 (and the actual cost of such lawn
cleanup & removal if contracted to a 3rd
party by the Town; Landfill charges,
equipment charges, etc.) and the costs of
equipment and personnel as follows:

Backhoe or bobcat	\$46 per hour, 2 hour minimum
Loader	\$87 per hour, 2 hour minimum
Dozer	\$118 per hour, 2 hour minimum
Dump truck	\$82 per hour, 2 hour minimum
Ton truck	\$20 per hour, 2 hour minimum
Pickup truck	\$16 per hour, 2 hour minimum
Trailer	\$15 per hour, 2 hour minimum
Blower	\$15 per hour, 2 hour minimum
Riding mower	\$60 per hour, 2 hour minimum
Push mower	\$50 per hour, 2 hour minimum

Weed eater	\$45 per hour, 2 hour minimum
Bush hog	\$60 per hour, 2 hour minimum
Chainsaw	\$50 per hour, 2 hour minimum
Supervisory personnel	\$60 per hour, 2 hour minimum
Maintenance Worker	\$30 per hour, 2 hour minimum
Operator or Mechanic	\$40 per hour, 2 hour minimum

Unsafe Building Fees:

ADMINISTRATIVE FEE (for Town causing repair, alteration, or improvement):	\$300 (and cost of material, equipment, contractor, or rental plus 15%)
ADMINISTRATIVE FEE (for Town causing structure to be vacated and closed):	\$300 (and cost of material, equipment, contractor, or rental plus 15%)
ADMINISTRATIVE FEE (for Town causing structure to be removed or demolished):	\$300 (and cost of material, equipment, contractor, or rental plus 15%)

SEWER

User Rates - Water Dept. Metered (based on 90% usage)	\$43.88 on first 2,000 gallons \$ 7.08 for each additional 1,000 gallons
User Rates - Metered Flow any source other than First Utility District (Based on 100% treated)	\$43.88 on first 2,000 gallons \$ 7.08 for each additional 1,000 gallons
Tap Fee Apartments, Suites & Car Wash Bays	\$3,500 minimum, up to actual cost for each connection \$2,500 for the first connection
Inspection Fee (initial)	Free
Additional Inspection Fee	\$13.50 each
Additional Permit Fee	\$ 7.50 each
Accounting Fee	\$120.00 per name change
Dry Tap Fee	\$12.00 each
Un-metered Well Fee	\$325.00 each
Septic Trucks	\$150.00 to discharge up to 2,000 gallons \$150.00 for each additional 2,000 gallons
Pool fill & top off	1 fill up & top off sewer credits per home per year

BE IT FURTHER RESOLVED,

This Resolution was duly considered and adopted by the Board of Mayor and Aldermen, in and for the Town of Mount Carmel, Tennessee, this **28th** day of **August** 2025.

John Gibson, Mayor

Attest:

Tyler Williams, Town Recorder



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, City Manager

FROM: Tyler Williams, Assistant City Manager/CFO

DATE: August 28, 2025

RE: **DISCUSSION/CONSIDERATION:** Resolution 25-656 Participation in
Public Entity Partners Property Conservation Grant

SUMMARY:

The Town's insurance provider, Public Entity Partners, offers a Property Conservation Grant each year to help municipalities fund projects to help secure town assets.

The Town recently installed an access control system for City Hall. This grant would help cover a portion of the cost of the system.

PEP will assess the application and determine our grant amount based on our amount of insurance coverage.

This resolution is required by PEP to show the Town's intent to participate.

REQUESTING DEPARTMENT(S):

Administration

FISCAL IMPACT:

Currently unknown. 50/50 matching grant.

STAFF RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

Resolution No. 25-656



RESOLUTION 25-656

A RESOLUTION AUTHORIZING THE TOWN OF MOUNT CARMEL TO PARTICIPATE IN THE PUBLIC ENTITY PARTNERS PROPERTY CONSERVATION MATCHING GRANT PROGRAM

WHEREAS, the citizens of the Town of Mount Carmel have entrusted this administration with the care and custody of city-owned property; and

WHEREAS, all efforts shall be made to protect city-owned property from various perils that may arise for the Town of Mount Carmel; and

WHEREAS, Public Entity Partners seeks to encourage members with property coverage to develop and implement a property conservation program by offering the PROPERTY CONSERVATION MATCHING GRANT PROGRAM;

WHEREAS, the Town of Mount Carmel now seeks to participate in this important program.

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 28th day of August, 2025, that:

SECTION 1. That the Town of Mount Carmel is hereby authorized to submit application for the PROPERTY CONSERVATION MATCHING GRANT PROGRAM through the Loss Control Department of Public Entity Partners.

SECTION 2. That the Town of Mount Carmel is further authorized to provide a matching sum for any monies provided by this grant.

This Resolution shall take effect immediately, the public welfare requiring it.

ADOPTED this 28th day of August, 2025.

John Gibson, Mayor

Attest: _____
Tyler Williams, City Recorder



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, City Manager

FROM: Tyler Williams, Assistant City Manager/CFO

DATE: August 28, 2025

RE: **DISCUSSION/CONSIDERATION:** Resolution 25-657 Participation in
National Opioid Settlement

SUMMARY:

The opioid crisis has had a devastating impact on communities across the United States, including the Town of Mount Carmel. In response, numerous lawsuits were filed against opioid manufacturers, distributors, and retailers. These lawsuits have resulted in nationwide settlement agreements intended to provide financial resources for opioid remediation efforts.

The State of Tennessee, through the Office of the Attorney General, has negotiated participation in these settlements and developed a Tennessee State-Subdivision Opioid Abatement Agreement to ensure equitable distribution and use of funds among state and local governments.

The resolution authorizes the Mayor to execute all necessary documents to participate in the Settlement.

REQUESTING DEPARTMENT(S):

Administration

FISCAL IMPACT:

Currently unknown.

STAFF RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

Resolution No. 25-657



RESOLUTION 25-657

A RESOLUTION OF THE TOWN OF MOUNT CARMEL, TENNESSEE TO PARTICIPATE IN THE PURDUE PHARMA L.P. AND SACKLER FAMILY NATIONAL OPIOID SETTLEMENT

WHEREAS, the Town of Mount Carmel recognizes the devastating impact of the opioid crisis on its residents and community; and

WHEREAS, a proposed nationwide settlement agreement has been reached with Purdue Pharma L.P. and members of the Sackler family, which includes both an Estate Settlement and a Direct Settlement, as part of Purdue's bankruptcy proceedings; and

WHEREAS, the State of Tennessee has elected to participate in the Direct Settlement, thereby enabling eligible subdivisions within the state to also participate and receive settlement funds; and

WHEREAS, the Direct Settlement provides for monetary compensation to participating subdivisions and includes injunctive relief to prevent future opioid-related harm; and

WHEREAS, the Town of Mount Carmel has received notice of eligibility to participate in the Direct Settlement and must affirmatively opt in by signing and returning the required documentation by **September 30, 2025**; and

WHEREAS, participation in the Direct Settlement will allow the Town of Mount Carmel to receive funds to support opioid abatement and recovery efforts within the community;

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 28th day of August, 2025, that:

SECTION 1. That the Town of Mount Carmel hereby elects to participate in the Purdue Pharma L.P. and Sackler Family National Opioid Direct Settlement.

SECTION 2. That the Mayor, or his designee, is authorized to execute and submit all necessary documentation to effectuate participation in the Settlement, including the Participation Form and any other required materials.

This Resolution shall take effect immediately, the public welfare requiring it.

ADOPTED this 28th day of August, 2025.

John Gibson, Mayor

Attest: _____
Tyler Williams, City Recorder



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, City Manager

FROM: Tyler Williams, Assistant City Manager/CFO

DATE: August 28, 2025

RE: **DISCUSSION/CONSIDERATION:** Acceptance of Bid for FY26 Street
Paving- Glass Machinery & Excavation, Inc.

SUMMARY:

Sealed bids for FY26 street paving were opened on Friday, August 8, 2025. Two bidders participated.

Glass Machinery & Excavating, Inc. was the apparent low bidder, with a total project cost of \$394,567.56.

REQUESTING DEPARTMENT(S):

Administration/Public Works

FISCAL IMPACT:

\$394,567.56, or less depending on project scope.

STAFF RECOMMENDATION:

Staff recommends approval of the low bid.

ATTACHMENTS:

Tabulation of Bids: ITB # 25-001 Mount Carmel Street Paving Project FY26



TABULATION OF BIDS
TOWN OF MOUNT CARMEL, TENNESSEE
August 8, 2025- 2:00 PM

ITB # 25-001- MOUNT CARMEL STREET PAVING PROJECT- FY26

<u>STREET</u>	<u>MEASUREMENT</u>	<u>Glass Machinery & Excavation, Inc.</u>	<u>Summers-Taylor, Inc.</u>
Walnut Street	1540' by 20'	\$73,191.27	\$92,475.00
Holston Drive	700' by 14'	\$26,696.23	\$39,785.00
Seven Oaks Dr	Cul-De-Sac	\$23,814.60	\$21,243.75
W. Ellis Ln (242 Ellis to Hammond Ave)	1942' by 18'	\$77,471.78	\$110,694.00
Hammond Ave. (City Limit to 1304)	245' by 17'	\$17,158.40	\$33,828.75
Hammond Ave at 1118 Hammond	166' by 18'	\$19,208.89	\$26,716.25
Independence 1047 to east of 1212	1464' by 20'	\$64,853.63	\$90,326.25
Aspen Court	952' by 24'	\$52,254.64	\$66,675.00
Valley Crest 165-188	662' by 25'	\$39,918.12	\$60,260.00
<u>TOTAL:</u>		\$394,567.56	\$542,004.00

Recommend acceptance of the low bid, indicated above.


 Tyler Williams, Assistant City Manager/CFO



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, City Manager

FROM: Tyler Williams, Assistant City Manager/CFO

DATE: August 28, 2025

RE: **DISCUSSION/CONSIDERATION:** Acceptance of Bid for Fire/Police
Parking Lot Paving- Watts Paving & Maintenance, Inc.

SUMMARY:

Sealed bids for Fire/Police Station Parking Lot Paving were opened on Friday, August 8, 2025. One bidder participated. Due to the low number of bids and estimated cost in excess of budget, the project was re-bid.

The second round of bids was opened on Friday, August 22, 2025. Two bidders participated.

Watts Paving & Maintenance, Inc. was the apparent low bidder, with a total project cost of \$196,583.00

REQUESTING DEPARTMENT(S):

Administration/Fire/Police

FISCAL IMPACT:

196,583.00

STAFF RECOMMENDATION:

Staff recommends approval of the low bid.

ATTACHMENTS:

Tabulation of Bids: ITB # 25-002 Mount Carmel Fire & Police Station Parking Lot Paving

Tabulation of Bids: ITB # 25-003 Mount Carmel Fire & Police Station Parking Lot Paving



TABULATION OF BIDS
TOWN OF MOUNT CARMEL, TENNESSEE
August 8, 2025- 2:30 PM
ITB # 25-002- MOUNT CARMEL FIRE & POLICE STATION PARKING LOT PAVING

Location: 213 Hammond Ave, Mount Carmel, TN 37645

Parking Lot

- 1,500 CY of excavation for drainage
- Demolition of the building slab
- 6" base stone installation (825 Tons)
- 4" 307 A mix installation (550 Tons)
- Parking lot striping
- Concrete Precast Wheel Stops

Summers-Taylor, Inc.	\$339,525.00

Recommend re-bid due to low number of bids and cost in excess of budget.


Tyler Williams, Assistant City Manager/CFO



TABULATION OF BIDS
TOWN OF MOUNT CARMEL, TENNESSEE
August 22, 2025- 10:00 AM
ITB # 25-003- MOUNT CARMEL FIRE & POLICE STATION PARKING LOT PAVING

Location: 213 Hammond Ave, Mount Carmel, TN 37645

Parking Lot

- 1,500 CY of excavation for drainage
- Demolition of the building slab
- 6" base stone installation (825 Tons)
- 4" 307 A mix installation (550 Tons)
- Parking lot striping
- Concrete Precast Wheel Stops

Glass Machinery & Excavating, Inc.	\$235,000.00
Watts Paving & Maintenance, Inc.	\$196,583.00

Recommend acceptance of the low bid, indicated above.


Tyler Williams, Assistant City Manager/CFO