

**BOARD OF MAYOR AND ALDERMEN**  
**August 12, 2024**

The regular meeting of the Board of Mayor and Aldermen was held on Monday, August 12, 2024, at 6 p.m., in the Council Chambers at City Hall.

Mayor Palazzolo was present and presiding.

The following aldermen were present: Scott Sanders, Mary Anne Gibson, Sherrie Hicks, Brian Ueleke and Jon McCreery. Staff present: Michele Betty, Mike Fisher, Jason Huisman, Mac McCarroll, Lisa Piefer, Andy Sanders and Courtney Taylor.

**Call to Order**

The Mayor called the meeting to order.

**Invocation**

The invocation was led by Andy Sanders.

**Pledge of Allegiance**

Alderman Gibson led the Pledge of Allegiance.

**Set Agenda**

The Board is asked to set the agenda for the meeting. Any changes are to be made at this time.

Motion by Ms. Gibson, seconded by Mr. Sanders, to approve the August 12, 2024 agenda.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

**Approval of Minutes**

Approval is requested of the minutes of the regular meeting held July 22, 2024.

Motion by Mr. McCreery, seconded by Mr. Ueleke, to approve the minutes of the Board of Mayor and Aldermen regular meeting held July 22, 2024.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

**Citizens to be Heard**

No citizens came forward.

**SPECIAL RECOGNITION – Leadership Germantown Grant Award**

Leadership Germantown was originally initiated by the City of Germantown and the Germantown Area Chamber of Commerce in 1996 to identify and prepare community leadership resources. Currently, Leadership Germantown serves as a servant leadership organization that directly impacts Germantown through building communities of engaged citizens and connecting them with civic opportunities. The BMA-approved FY25 Budget includes \$20,000.00 in support of the Leadership Germantown program.

**CONSENT AGENDA**

**Appointment – Board of Zoning Appeals**

There is one vacant position on this board due to a recent resignation. Christian McDermott has applied to fill the position for the remainder of the three-year term.

MOTION: To approve the appointment of Christian McDermott to fill the vacant position on the Board of Zoning Appeals with a term ending December 31, 2026.

**Budget Adjustment – Shelby County Public Safety Initiative Grant, Commissioner Bradford**

These funds were originally anticipated to be received in FY24. The award documents for these funds were accepted at the BMA meeting on March 25, 2024. This budget adjustment will authorize the Germantown Fire Department and the Germantown Police Department to utilize these funds for the planned expenditures.

MOTION: To approve a budget adjustment in the amount of \$ 75,000 to be split as delineated above between the Germantown Fire and Police departments.

**Change Order No. 7 – Wolf River Blvd./Germantown Rd. Intersection Improvements**

During construction operations, City engineering staff, the Construction Engineering Inspection consultant (CEI) and the contractor identified a shortcoming in the design quantities to remove, replace and stabilize the subgrade for the roadway widened section of the project. City staff and the CEI reviewed and submitted the proposal, which has been approved by TDOT.

MOTION: To approve Change Order No. 7 with Madden Phillips Construction, Inc. for the Wolf River Blvd./Germantown Rd. Intersection Improvements project in the amount of \$725,031.44 to adjust item quantities to the existing contract, in concurrence with TDOT’s existing approval.

**Donation – Germantown Education Foundation – Friend of the Foundation – 4<sup>th</sup> Quarter**

In 2014, the Board of Mayor and Aldermen established the opportunity for Germantown citizens to donate funds to the Germantown Education Foundation through their monthly water bill. Since the money is collected from citizens through their monthly utility bill, this program has no budgetary impact on the City.

MOTION: To approve the disbursement of funding collected by the City from residents and others within the community for the Germantown Education Foundation in the amount of \$3,432.50.

**Purchase – Ammunition**

Members of the Police Department are required by the POST Commission to qualify with their duty weapon, off duty weapon, shotgun and patrol rifles each year. The Police Department qualifies each year with their duty weapon, patrol rifle, shotgun, and off duty weapon. This ammunition will allow each officer the availability to be proficient with their weapon.

MOTION: To approve the purchase of ammunition from Precision Delta in the amount of \$35,178.31 and Gulf States in the amount of \$34,688.75 for a combined total of \$69,867.06.

**Purchase – Human Resources Information System Software**

In 2016, the City purchased and implemented the Neogov applicant tracking system, Insight which allowed Human Resources to receive all applications for employment electronically, schedule interviews and testing for public safety, and communicate application status directly through the applicant tracking system. With this additional technology, the City will be able to reduce labor costs associated with the manual entry and administration of personnel and benefits data; and streamline the new hire paperwork assisting HR and department supervisors in improving the pre-boarding process prior to the employee’s first day.

MOTION: To approve the purchase of a 3-year software subscription and set-up costs from NEOGOV for the Insight, Onboard, Core HR and Benefits Software modules in the total amount of \$174,105.60 for FY25-27.

**Purchase – Sewer Manhole Rehabilitation**

The City’s Sewer Division performs preventative maintenance and repairs on over 250 miles of sewer mains annually. The procured services include pre-flushing, visual inspection, an application of a polymer-based polyurethane protective coating and the final inspection of the sewer manholes and wet wells are identified. This process protects the walls from hydrogen sulfide and acid generated by microbiological organisms present in the wastewater by sealing the walls with a protective coating and repairing voids in the brick masonry structure.

Board of Mayor and Aldermen

August 12, 2024

Page 3

MOTION: To authorize the purchase of sewer manhole rehabilitation services from CTR Coatings, LLC in an amount not-to-exceed \$350,000.00 to facilitate the City's sewer manhole rehabilitation program.

**Purchase – Transport Van**

The Germantown Police Department seeks to purchase one Ford Transit-350 van for the purpose of transporting prisoners to and from surrounding agencies. State drug funds will be utilized for the entirety of this purchase.

MOTION: To authorize the purchase of one 2024 Ford Transit-350 van from Lonnie Cobb Ford at a total cost of \$81,678.00 for the Germantown Police Department.

Motion by Mr. Ueleke, seconded by Ms. Hicks, to approve the consent agenda.

ROLL CALL: Sanders-yes, Gibson-yes, Hicks-yes, Ueleke-yes, McCreery-yes. Motion approved.

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Mike Palazzolo, Mayor

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Michele Betty, City Clerk/Recorder