

**Town of West Jefferson - Board of Aldermen**  
**Special Meeting Minutes**  
**March 24, 2025 | 5:30 p.m.**

**Board Members Present:** Mayor Tom Hartman, Alderman Rusty Barr, Alderman Calvin Green, Alderman John Reeves, Alderwoman Beth Shelton, Alderman Stephen Shoemaker

**Town Staff Present:** Town Manager Brantley Price, Assistant Town Manager Rebecca Eldreth, Police Chief Bradley Jordan, Maintenance Supervisor Eric Miller, WWTP Superintendent Brandon Patrick, Fire Captain Josh Walters and Fire Captain Matt Lambert

At 5:30 p.m. Mayor Hartman called to order the special meeting of the Board of Aldermen.

**Consideration to Award Downtown Stormwater Project** – Alderman Shoemaker made the motion to award the downtown stormwater project to CDC. Alderman Barr seconded the motion with a vote of 5-0 in favor.

**Special Session** - Discussion of FY 2025-26 Budget.

**Discussion of Projects to Benefit Town Residents**

- Installation of Guard Rail on W 4<sup>th</sup> Street

**Discussion of Revenues**

- Property tax
- Tax Rate - \$0.35
- One penny equals \$43,827 in tax revenue

**Discussion of Cost-of-Living Adjustment for Employees**

- Social Security Increase 2025 – 2.5%
- 5% COLA for town employees was unanimously approved.
- 5.5% COLA for law enforcement was unanimously approved.

**Administration** - Town Manager Brantley Price reviewed the administrative requests for the budget. The noteworthy items discussed are as follows:

- Request to absorb the library's water bill was approved with a vote of 4-1 with Alderman Green opposing
- Possible increase in property insurance
- Downtown Wi-Fi annual fee
- Christmas Decorations - replacement of a few items
- Garbage pickup will increase
- Renovate town hall restrooms and upstairs meeting room
- Engineering design to transform the park baseball field into an amphitheater
- Southern Software
- Add two decorative overhead lights at intersection of W Main St and Backstreet (at WJ Hotel & WJ Hardware) to replace the current overhead lights

**Police** - Police Chief Brad Jordan went over the proposed Police Department budget items which included the following:

- 5.5% Cost of Living Adjustment
- Uniforms
- Southern Software
- Departmental supplies
  - Tasers (3)
  - Ballistic vests (3)
  - Replace 3 desktop computers
  - Miscellaneous equipment
- Maintenance Repair vehicles
- Police Vehicle

**Maintenance** - Maintenance Supervisor Eric Miller discussed his proposed budget for the Maintenance Department, Streets, Park, Cemetery and Fire Department. Items discussed include:

- 5% Cost of Living Adjustment
- Additional Employee will be considered if the budget allows
- Snow Blade for new 4500 dump truck
- Replace deck on streetsweeper
- Vacuum for leaves
- Small tools
- Flowers on poles and planters – approved at March meeting
- Downtown – flowers/shrubs/mulch to add color – approved at March meeting
- Storm drain boxes & tile replacement
- Sidewalk replacement at Arts council building and repair curb in front RT Morgan Building
- Maintenance 163/221 Aesthetics project
- Pave Church Street and Alleyway behind Parson's Farms
- Salt
- Replace Josh's Truck with new ton pickup and add blade

### **Park**

- Mulch playground
- Repair tennis courts

### **Fire Department**

- Fire tax
- Increase Assistant Chief monthly salary
- Add two additional employees
- Grant for supplies

- Supplies
- Air Pack Washer
- Dept Supplies
  - 4 EMS bags for fire trucks
  - 5 AEDs
  - EV fire suppression blanket
  - EV Emergency Stop plugs
- Hose and ladder testing
- Helicopter insurance
- New Pumper/Tanker (replace #5 – 1997 model) 3 year lead time

### **Revenues Water/Sewer**

- Golden Leaf Stormwater
  - Maintenance and Park
  - Long Street and Backstreet
- Fund Balance
- State Budget
  - Wastewater upgrade
  - Upgrade Greenfield pump station
- AIA Grant/ ARPA Funds
  - Interconnect with Jefferson
  - Water
  - Sewer

**Water** - WWTP Superintendent Brandon Patrick discussed items for the water and sewer budget which included:

- Extra Samples
- Misc. Parts for Filter Plant
- Training and Education
- Penalties and Fines
- Pressure Transducer
- Detention Tank Sensors
- Chemical Feed Pumps
- New Well Meters
- Extra SCADA Parts
- Ross Valves Maintenance
- Small Hand Tools
- SCADA upgrades
- Building and Grounds Extra
- Boots/Rubber Boots
- Well and Detention Pumps
- Filter Plant Pump
- New Truck Chevy 1500

- 5% COLA
- Engineering – projects – Oakwood Booster pumps (be able to pump and fill tank at oakwood & add valve behind forest Ridge)
- Utility Services
  - West Tank maintenance
  - East Tank Maintenance

**Sewer**

- Penalties & Fines
- Training & Education
- 4” Trash Pump
- Backwash Pump for Filters
- Suction Hoses
- Small Hand Tools
- New Blowers
- Beaver Creek Pump Station Pump
- Polymer/Landfill Tipping Fees
- UV Bulb and Ballast Replacements
- Belt Press Maintenance
- Boot/Rubber Boots
- Extra Sampling
- Return Pump
- Belt Press Service Call
- Sludge Trailer Tires
- 17. 4” Trailer Mount Pump
- 5% COLA
- Booster pump greenfield
- Engineering – projects — 221 sewer access to Ray Well Side – BC Pump station – new well industrial Park
- Budget USDA Reserve

**Adjournment**- With nothing further, Alderman Barr made the motion to adjourn the special meeting. Alderman Reeves seconded with a vote of 4-0 in favor with Alderman Shoemaker departing before the vote.

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Tom Hartman, Mayor

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Rebecca Eldreth, Town Clerk