MOUNT CARMEL

A place to put down roots

BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

November 19, 2026 - 5:30 P.M.
Town Hall, 100 Main Street E.

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Welcome from the Mayor
7. Recognition of Employees, Guests, or other Visitors
8. Approval and/or Correction of the minutes of the Board of Mayor and Aldermen Meeting dated October 22, 2026, monthly financial report, and department reports.
9. Visitors' Comments:
10. Old Business:
    A. SECOND READING: Ordinance 26-552: Amend Fire Code
11. New Business:
    A. DISCUSSION AND CONSIDERATION: Selection of Vice-Mayor
    B. DISCUSSION AND CONSIDERATION: Mayor's Committee Appointments
    C. DISCUSSION AND CONSIDERATION: Resolution 26-696: 2027 Meeting Dates
    D. DISCUSSION AND CONSIDERATION: Resolution 26-697: 2027 Community Events Schedule
    E. DISCUSSION AND CONSIDERATION: Resolution 26-698: Merchandise Program
    F. DISCUSSION AND CONSIDERATION: Resolution 26-699: Property Purchase
    G. FIRST READING: Ordinance 26-553: FY 26-27 Budget Amendment #2
12. Board Comments: Mayor, Vice-Mayor, Aldermen
13. Staff Comments: Town Manager, Operations Director, Town Recorder, Town Attorney
14. Adjourn

MOUNT CARMEL

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Oct 22, 2026 Meeting Minutes
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

The purpose of this item iso consider approval of the official minutes of the regular meeting of the Board of Mayor and Aldermen held on October 22, 2026.

Fiscal Impact

None

Staff Reccomendation

Staff reccomends approval.

Attachments

October 22 Meeting Minutes

MOUNT CARMEL

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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 Mount Carmel Town Hall, 100 East Main Street, on October 22, 2026, at 5:30 p.m.

CALL TO ORDER

5:30 pm by Mayor John Gibson

INVOCATION AND PLEDGE OF ALLEGIANCE

Led by Alderman Binstock and Alderman Shugart

ROLL CALL:

BMA	Present	Absent	Town Administration Present
Alderman Darby Patrick		✓	Tyler Williams, Town Manager
Alderman James Cross	✓		Jason Salyer, Director of Municipal Operations
Alderman Mindy Shugart	✓		Mitch Walker, Fire Chief
Alderman Philip Binstock	✓		David Larson, Police Chief
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		

APPROVAL OF AGENDA

Motion: Alderman Binstock
Second: Alderman Shugart
Approved: *All present voting in favor*

WELCOME FROM THE MAYOR/EMPLOYEE RECOGNITION

Mayor Gibson welcomed those in attendance. Mayor Gibson proclaimed October 2026 Imagine a Day Without Water Awareness Month. Fire Chief Mitch Walker was recognized for five years of service as Fire Chief. Alderman Mindy Shugart was recognized for six years of service on the Board and her contributions to community events and civic engagement.

APPROVAL and/or correction of the September 24, 2026, Board of Mayor and Aldermen meeting minutes, departmental and financial reports.

Motion: Vice-Mayor Bare
Second: Alderman Binstock
Approved: *All present voting in favor*

VISITOR COMMENTS

Clint Hurd- spoke regarding neighbor dispute issues on Ellis Lane
Dani Black- spoke regarding neighbor dispute issues on Ellis Lane
Justin Mann-spoke regarding the 2026 municipal election
Brian Erazmus-spoke regarding the 2026 municipal election

OLD BUSINESS

A. SECOND READING & PUBLIC HEARING: Ordinance 26-551: Street Parking Regulations

Town Manager Williams explained that the ordinance repeals and replaces Ordinance 23-518, retaining the general prohibition on street parking while establishing limited temporary exceptions for commercial services, gatherings, special events, governmental activities, extreme weather, emergencies, and mechanical failures.

Motion: Vice-Mayor Bare
Second: Alderman Shugart

	AYES	NAYS	OTHER
Alderman Darby Patrick			Absent
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		
Totals:	6	0	

NEW BUSINESS

A. FIRST READING: Ordinance 26-552: Amend Fire Code

Town Manager Williams and Fire Chief Walker explained that the amendment establishes a process to recover documented costs associated with hazardous materials incidents, including incidents involving road and rail transportation, rather than placing those costs on Town taxpayers.

Motion: Vice-Mayor Bare
Second: Alderman Binstock

	AYES	NAYS	OTHER
Alderman Darby Patrick			Absent
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		
Totals:	6	0	

B. DISCUSSION AND CONSIDERATION: Resolution 26-694: Contract Extension – Mattern & Craig

Town Manager Williams presented a five-year extension of the Town's existing professional engineering services agreement with Mattern & Craig, Inc., through March 31, 2032, for miscellaneous engineering needs on an as-needed basis.

Motion: Vice-Mayor Bare
Second: Alderman Binstock

	AYES	NAYS	OTHER
Alderman Darby Patrick			Absent
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		
Totals:	6	0	

C. DISCUSSION AND CONSIDERATION: Resolution 26-695: PEP Property Conservation Grant

Town Manager Williams presented a $2,480 Public Entity Partners property conservation grant to reimburse the Town for security cameras at the recycling convenience center, with matching expenditures already made.

Motion: Vice-Mayor Bare
Second: Alderman Binstock

	AYES	NAYS	OTHER
Alderman Darby Patrick			Absent
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		

Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		
Totals:	6	0	

D. DISCUSSION AND CONSIDERATION: Surplus Items

The Board considered declaring surplus fire hose and adapters for donation to the Striggersville Volunteer Fire Department; a Hudson equipment trailer, skid sprayer, and two backhoe buckets for sale through GovDeals; and a 30-cubic-yard dewatering box from the wastewater treatment plant for disposal by sale.

Motion: Vice-Mayor Bare
Second: Alderman Shugart
Approved: *All present voting in favor*

E. DISCUSSION AND CONSIDERATION: Library Board Re-Appointment

The Board considered reappointing Barbara Cogliano to the Library Board of Trustees for a three-year term beginning July 1, 2026, and ending June 30, 2029.

Motion: Alderman Binstock
Second: Alderman Shugart
Approved: *All present voting in favor*

BOARD COMMENTS

Mayor Gibson reminded attendees of Halloween on Main on October 30 and the park improvements ribbon cutting on November 3. Board members thanked Alderman Shugart for her six years of service and recognized Town departments. Alderman Shugart reflected on community events, park improvements, utility investments, and her appreciation for the opportunity to serve.

STAFF COMMENTS

Town Manager Williams thanked Alderman Shugart and Fire Chief Walker. Williams also announced approximately $3.8 million in State Revolving Fund financing for improvements to all 11 sewer pump stations, including approximately $2.8 million in principal forgiveness and the remainder repayable over 20 years. He credited Inframark, LDA Engineering, and state partners. Municipal Operations Director Salyer reported that street striping and parking lot striping had been completed and arrows and stop bars were expected the following week. Staff encouraged participation in Halloween on Main.

ADJOURN

Motion: Alderman Shugart at **6:06 P.M.**
Second: Alderman Binstock
Approved: *All present voting in favor*

Approve: _____
John K. Gibson, Mayor

Attest: _____
Tiffany Bishop, Town Recorder

MOUNT CARMEL

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Departmental Reports
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

October 2026 Departmental Reports

Fiscal Impact

Staff Reccomendation

Staff reccomends approval.

Attachments

Financial Report
Public Works Report
Police Department Report
Fire Department Report
WWTP Report
Building Inspector/Code Enforcement Report

MOUNT CARMEL

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FINANCIAL REPORT

TOWN OF MOUNT CARMEL, TN

Month ending 10/31/2026

GENERAL FUND:	**BALANCE:**
Checking Account (First Horizon)	$193,574.59
LGIP Investment Account	$256,539.02
Certificate of Deposit (First Horizon)	$5,000,000.00
Capital Outlay Savings (First Horizon)	$2,006.54
TOTAL:	**$5,452,120.15**

CAPITAL PROJECTS FUND:	**BALANCE:**
Captial Projects Checking (First Horizon)	$349,329.45
TOTAL:	**$349,329.45**

DRUG FUND:	**BALANCE:**
Drug Fund Checking (First Horizon)	$22,734.37
Special Drug Fund (First Horizon)	$0.00
TOTAL:	**$22,734.37**

SEWER FUND:	**BALANCE:**
Checking Account (First Horizon)	$337,601.10
Savings/Sewer Savings 2014 (First Horizon)	$1,075.78
LGIP Investment Account	$206,107.50
TOTAL:	**$544,784.38**

GRAND TOTAL CASH ON HAND:	$6,368,968.35

Current Savings Rate: 2.53%
Current LGIP Rate: 3.90%

MOUNT CARMEL

PUBLIC WORKS

Monthly Report

October 2026

1. Work Completed/Accomplishments

- 12 Hrs. cleaning vehicles
- 12 Hrs. cleaning shop
- 104 Hrs. running brush
- 28 loads of brush @ 65.12 tons
- 16 Hrs. checking salt spreaders and plows for the season
- 16 Hrs. cleaning shed
- 16 Hrs. cleaning park and Recycling center
- 41 Sewer locates
- 8 Hrs. removing old radio tower
- 8 Hrs. putting tables together for park
- 4 Hrs. mowing park
- 8 Hrs. taking tables & trash cans to the park for grand opening
- 4 Hrs. prep for Halloween event
- 2 Hrs. going to get cold mix
- 2 Hrs. cleaning HVAC vents at senior center
- 8 Hrs. patching roads in city
- 4 Hrs. work on paint machine to paint road
- 4 Hrs. installing new high bay lights in shop area
- 24 Hrs. running leaf mach.

MOUNT CARMEL

PUBLIC WORKS

- 4 Hrs. changing brakes and tires on truck
- 4 Hrs. Checking Charlie Brown Christmas Tree
- 2 Hrs. cleaning parking lot at park
- 2 Hrs. washing mud out of the road on Ashley Dr.
- 16 Hrs. mowing Median 11w
- 8 Hrs. mowing far side 11w
- 4 Hrs. cleaning flower beds in town
- Replaced 3 street signs
- 3 Hrs. mowing Main st
- 4 Hrs. moving boxes from city hall to storage
- 4 Hrs. cleaning drains in town
- 2 Hrs. weed eating park

MOUNT CARMEL POLICE DEPARTMENT

Monthly Department Report – November 2026

Community Involvement

The Mount Carmel Police Department had a great turnout for this year's Trunk or Treat event held on October 30th. It was a wonderful opportunity for our officers to interact with children and families in the community. We appreciate everyone who participated and helped make the event a success.

New Officer – Madison Gomez

We are pleased to announce the hiring of our newest officer, Madison Gomez. Officer Gomez comes from a family with a strong law enforcement background. She proudly served six years in the United States Navy and has spent the past two years working in corrections.

Her military service, corrections experience, and family background in law enforcement bring valuable knowledge and experience to our department. We believe Officer Gomez will be an excellent addition to the Mount Carmel Police Department and look forward to having her on our team. Officer Gomez will attend the Walters State Regional Law Enforcement Academy from January 11, 2027 – March 12, 2027.

K-9 Training Event

On Tuesday, November 10, 2026, the Mount Carmel Police Department had the pleasure of hosting a multi-agency K-9 training event.

We welcomed K-9 teams and handlers from Gatlinburg, Kingsport, Pigeon Forge, Rogersville, and the U.S. Park Police.

This training provided a valuable opportunity for officers and their K-9 partners to work together, exchange knowledge, and strengthen relationships between agencies.

We appreciate everyone who attended and participated. We look forward to hosting additional K-9 training events in the future and continuing to build strong partnerships with our fellow law enforcement agencies.

Personnel Update

Officer Brandon Dean's last day with the Mount Carmel Police Department will be December 3, 2026.

In preparation for his departure, we have advertised the open position on Indeed and Facebook. We have already received several applications and are encouraged by the interest in joining our department. We will continue reviewing applications as we work toward filling the position.

Officer Training and Professional Development

Sergeant Josh Walsh and Corporal Austin Lyons are attending General Departmental Instructor and Instructor Development School in Gatlinburg this week.

This training is an important step toward developing certified instructors within our department. The General Departmental Instructor certification, administered through the Tennessee Peace Officer Standards and Training (POST) Commission, prepares qualified officers to assist in coordinating and delivering departmental in-service training.

Having trained instructors within our department will allow us to strengthen our internal training program, provide additional learning opportunities for officers, and help ensure our personnel remain current on law enforcement practices and training requirements.

Closing Remarks

The Mount Carmel Police Department continues to make positive strides in community involvement, officer development, and departmental growth.

We are excited to welcome Officer Gomez, encouraged by the interest in our open position, and proud of the continued dedication our officers demonstrate through training and community engagement.

We look forward to building on these accomplishments as we continue working to provide professional law enforcement services to the citizens of Mount Carmel.

Chief David Larson
Mount Carmel Police Department

Offenses	Count
Assault	3
Domestic Violence	5
Weapon	1
Burglary	1
Motor Vehicle Theft	1
Counterfeiting/Forgery	1
Vandalism	1
Drug/Narcotic	3
Driving Under The Influence	2
Evading / Resisting Arrest	1
DOSL / DORL	6
Total:	25

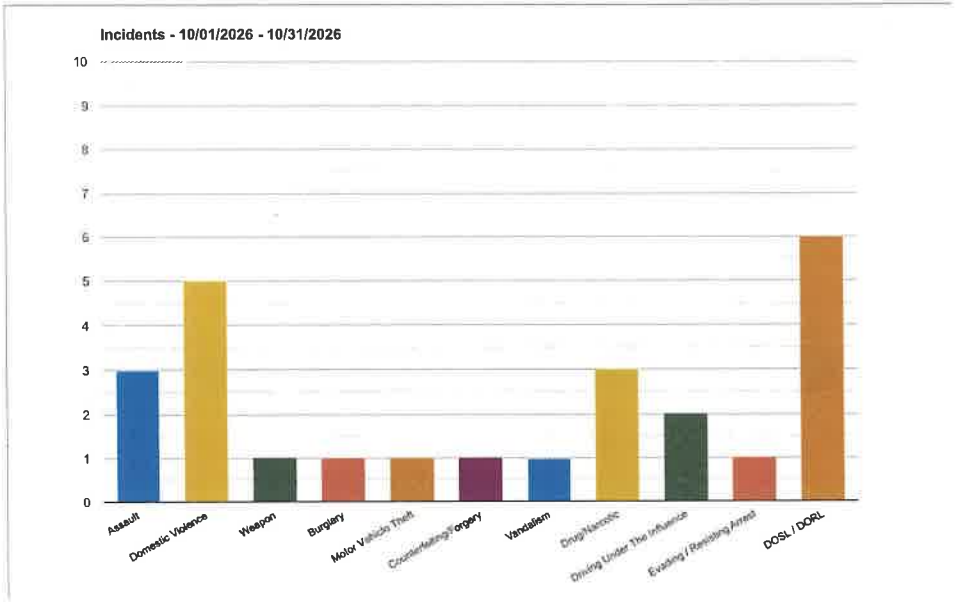
Memos	Count
Assisting Other Agency	1
Civil Dispute	1
Death (DOA)	1
K9 Training	1
Lost Property	1
Suspicious Activity	1
Warrant Check	2
Total:	8

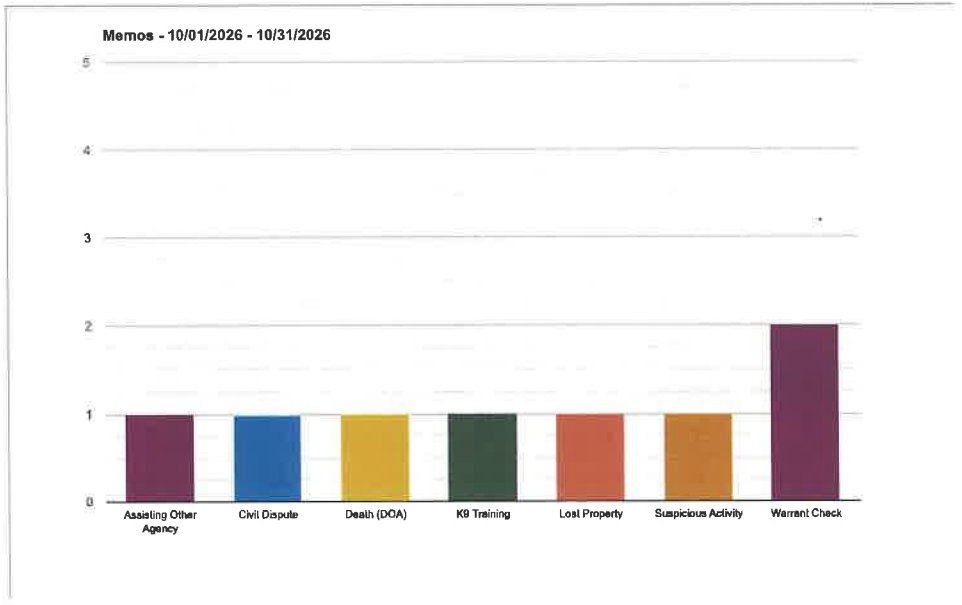
Arrests	Count
Adult (On-View Arrest)	13
Adult (Summoned/Cited)	5
Adult (Taken Into Custody)	3
Total:	21

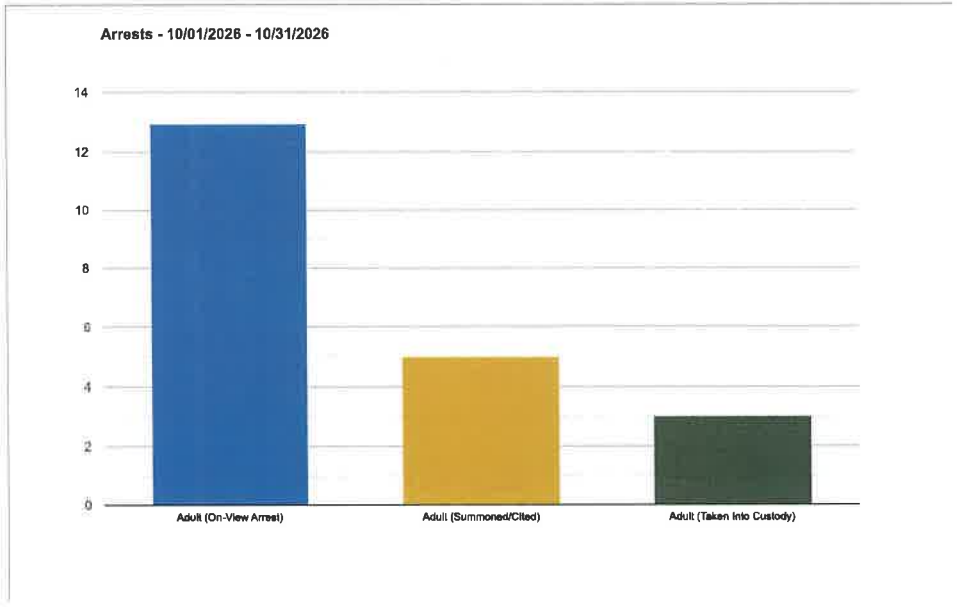
Crashes	Count
Injury possible	1
Property damage (over $ threshold)	5
Total:	6

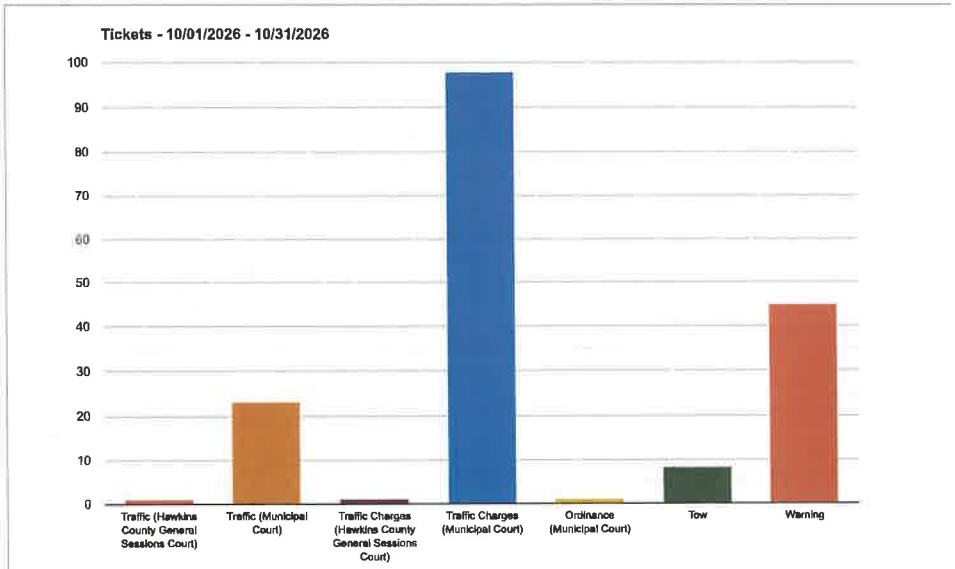
Non-Investigatory Crashes	Count
Total:	0

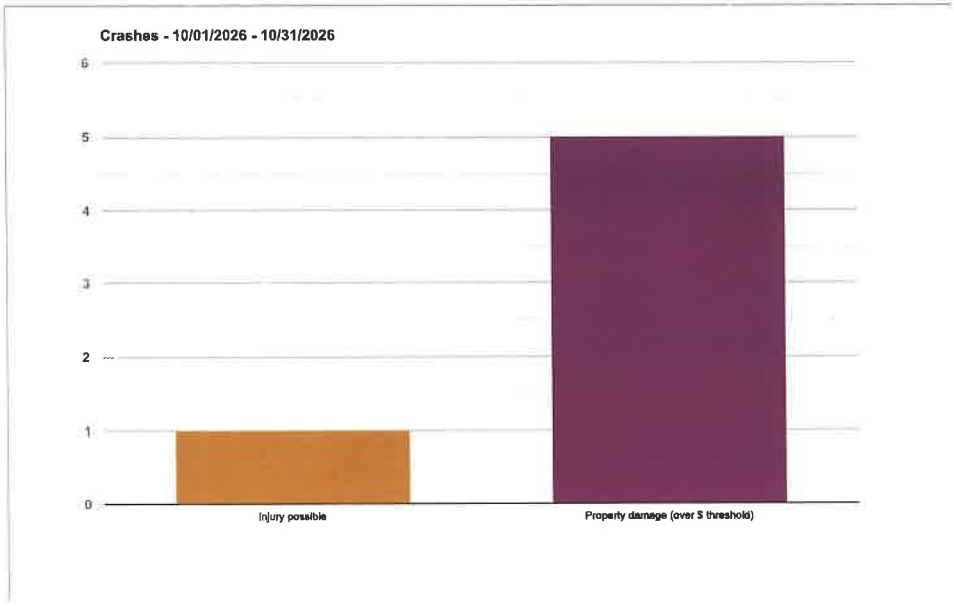
Tickets	Count
Traffic (Hawkins County General Sessions Court)	1
Traffic (Municipal Court)	23
Traffic Charges (Hawkins County General Sessions Court)	1
Traffic Charges (Municipal Court)	98
Ordinance (Municipal Court)	1
Tow	8
Warning	45
Total:	78






Arrests - 10/01/2026 - 10/31/2026
14
12
10
8
6
4
2
0
Adult (On-View Arrest)
Adult (Summoned/Cited)
Adult (Taken into Custody)


Tickets - 10/01/2026 - 10/31/2026
100
90
80
70
60
50
40
30
20
10
0
Traffic (Hawkins County General Sessions Court)
Traffic (Municipal Court)
Traffic Charges (Hawkins County General Sessions Court)
Traffic Charges (Municipal Court)
Ordinance (Municipal Court)
Tow
Warning


Crashes - 10/01/2026 - 10/31/2026
6
5
4
3
2
1
0
Injury possible
Property damage (over $ threshold)

Mount Carmel Fire Department

Mitch Walker, Fire Chief

November 2nd, 2026

To: Tyler Williams, City Manager

Reference: Monthly Report October 2026

Call Data

- 37 Calls for Service
  - Medical: 23
  - Hazardous Situation: 2
  - Public Service: 11
  - No Emergency: 1
- Year to Date Calls: 408

Response Times – Dispatch to Enroute

- Average: 01:03
- 90th Percentile: 3:01

Response Times – Dispatch to On scene

- Average: 6:03
- 90th Percentile: 10:43

Volunteer Staff Hours

- Emergency Response Hours: 36 hours, 20 minutes

Training Hours

- Total: 551 Hours
  - Company Level Training – 281.5 hours
  - Drill Tower Training – 72 hours
  - Hazardous Materials Training – 8 hours
  - Fire Prevention – 42 hours
  - Officer Training – 19.5 hours
  - Driver/Operator Training – 128 hours

100 EAST MAIN STREET, MOUNT CARMEL, TENNESSEE 37645
T (423) 444-1027 E MCFD@MOUNTCARMELTN.GOV

Significant Activities

- Annual hose and ground ladder testing completed
- HVAC unit installed in fire department day room
- Wildland Firefighter certifications complete by five members
- Attended Hawkins County First Responder meeting
- Completed annual Emergency Vehicle Operator training
- Completed basic vehicle extrication training
- Fire Safety Day completed at Mount Carmel Elementary School
- Attended writing contest kick-off at Mount Carmel Elementary School
- Attended Hawkins County Public Safety Committee meeting
- Attended Tennessee Association of Fire Chief's Fall conference
- Completed landing zone training with Highlands Air Transport
- Conducted initial interview with MTAS for Mount Carmel fire study
- Assisted teaching Hazardous Materials Technician course for regional rookie school
- Attended Mount Carmel Halloween event
- 5" hose swap completed on all apparatus
- Submitted and received reimbursement of $780 from PEP Judy Housley Safety Grant
- Submitted reimbursement of $2,790 for PEP Property Conservation Grant
- Town wide fire extinguisher maintenance and testing completed
- Live-fire training facility is under construction and moving along

INFRAMARK
WATER INFRASTRUCTURE OPERATIONS

Date: November 16, 2026
To: Tyler Williams, Jason Salyer
Copy: Matt Malone
From: Chad Arnold
Subject: October 2026 Management, Operations & Maintenance Report - WWTP

Executive Summary

There were no excursions to the NPDES permit during the month of October 2026.

I visited Wastecorp Pumps in Toronto, Canada on October 7th. Through my research, I found that their vacuum trailer option is both the most affordable and the best-built. I toured their facility and was very impressed. The entire trailer is fabricated and built on-site.

Utilizing the remaining cap balances from FY26, Mount Carmel has decided to reinvest into their system and purchase a vacuum trailer from Wastecorp Pumps. A contribution to the total cost of the trailer will be made by Inframark to further show our commitment to a strong partnership with the Town. The vacuum trailer will belong to the Town of Mount Carmel and will be used by my team during daily operations. It will also be utilized by Public Works when the need for it arises in their day-to-day operations. It should not be understated how important this piece of equipment will be for the Town of Mount Carmel and its sewer system.

Construction phase 1B has been completed. Garney was a pleasure to work with, and our new equipment is performing very well.

Operations

Loading and percent removal as follows:

Parameter	Influent, mg/L	Effluent *mg/L / lbs/day	Reduction % Monthly (85% minimum)	Reduction % Daily (40% minimum)
BOD average	329	5 / 9	98%	97%
TSS average	337	7 / 14	98%	96%

*** NPDES Effluent Limit (Monthly Average) – 30 mg/L / 119 lbs/day**

Flow as follows:

Flow*	MGD
Influent Flow Average, monthly	0.206 MGD*
Effluent Flow Average, monthly	0.244 MGD

*Mt Carmel STP is rated at **0.472 MGD.**
Please refer to the attachments for the state operating report.

Biosolids Dewatering & Disposal

- Dewatering
  - Dewatered 101,485 gallons.
  - 4 loads were transported to Eco-Safe Landfill in October 2026.
    - 46.7 wet tons disposed.

Biosolids Wet Tons Disposed via Landfill

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2026	41.8	48.2	34.8	53.5	28.1	25.2	66.8	33.3	25.6	46.7	-	-	**404**

Residential Lift Stations Maintenance Summary

- Inframark's Maintenance Team responded to twenty (20) recorded residential lift station calls during the month of October 2026.
- Inframark's Maintenance Team responded to one (1) after-hours call for main lift stations.
- Five (5) residential lift station pump replacement was recorded during the month of October 2026. Two (2) residential lift station pumps were pulled and cleared of clogs.
- Ten (10) residential pumps remain in inventory.
- We replaced the lid and stand, along with all the floats, for the lift station at the Town's park. A riser was also installed on the wet well.
- The maintenance team replaced multiple lids and stands on residential lift stations in October. An order will be placed for more this week. We were able to source these from another local provider and save a considerable amount compared to the last purchase.

Residential Lift Station Pumps Replaced

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2026	3	3	3	1	6	5	3	1	5	5	-	-	**35**

Major Maintenance Items - WWTP

- The drive motor for final clarifier 1 was replaced.
- We have begun winterizing the plant in preparation for the winter months.
- The dewatering box that the Town owns has been dumped and is being cleaned in preparation to sell. It is not capable of dewatering the amount of solids that we process on a weekly basis and has not been used for dewatering since our partnership with began.
- The effluent flow meter was calibrated after the completion of lift station 3. Now all the influent flow goes through the drum screen and flow meter.
- Investigating options for plant and generator monitoring.

Major Maintenance Items – Lift Stations

- We have been troubleshooting an issue at lift station 8 pump 2. A repetitive drive fault with no apparent issue is reoccurring. We reset it and it will run for a few days and then randomly fault. Currently checking drive options and further troubleshooting.

Type	Month	Fiscal Year	Remaining Balance (1)
Repair & Maintenance Cap	$39,799.43	$101,427.51	$48,572.49
Chemical Cap	$4,860.40	$9,453.30	$27,864.70
Sludge Cap	$11,808.43	$25,160.90	$59,839.10

(1) Annual Repair & Maintenance Budget - $150,000.00
Annual Sludge Cap Budget - $85,000.00
Annual Chemical Budget - $37,318.00

NOTE: Expenses are applied to the Caps once Inframark has paid the invoices.

Capital Expenditures Procured by the Town of Mount Carmel

Type	Month	Fiscal Year
Residential Pump Maintenance	$0.00	$37,040.00
WWTP Maintenance	$0.00	$0.00
Machinery & Equipment Rental	$0.00	$98,720.80
TOTAL	$0.00	$120,760.80

Please refer to the attachments for the operational and maintenance tracking financial reports.

Health & Safety

- There were no recordable injuries for the month of October 2026.
- Safety training is assigned to each team member individually and is completed on-line.
- Weekly Process Control Meetings are held weekly on Wednesdays, and safety topics are addressed during these meetings.

Personnel

- Lab Technician Kaitlyn Welsch is now a certified Grade I Wastewater Treatment Operator. She put a lot of effort and studying into becoming a certified operator and has a bright future ahead of her.
- Cross training of operator Matt Herron in the lab has started.

INFRAMARK
WATER INFRASTRUCTURE OPERATIONS

November 11, 2026
Mount Carmel STP
Permit Number TN0062057
Reporting Period: October 2026
Re: DMR Cover Letter

There were no excursions to the NPDES permit during the month of October 2026.

The construction Phase 1B has been completed at the Mount Carmel STP. Two new blowers have been commissioned and are operational. Lift Station 3 inside the plant has been rehabilitated with new pumps, control panel, and a new force main that now flows to the influent drum screen and influent flow meter.

The effluent flow meter was calibrated on October 12, 2026.

The Mount Carmel STP, laboratory, and lift stations are operated and maintained by Inframark. The Town of Mount Carmel maintains responsibility for the collection system lines. If you have any questions or require additional information, please call me at (423)387-2369.

Sincerely,

Anthony C. Arnold
Project Manager – Mount Carmel STP

Enclosures

Distribution: Tyler Williams, Town of Mount Carmel
Jason Salyer, Town of Mount Carmel
William Parks, TDEC-DWR
Matthew Malone, Inframark

Integrity Inspections

"Timely, Thorough & Professional Inspections"

2630 107 Cutoff

Greeneville TN 37743

423-823-8568

www.integrity-inspections.com

11/11/2026

To: Town of Mt Carmel

Re: October Building Inspections

Mr. Tyler Williams,

October was a normally busy month for the building dept. I received well over 50 phone calls in regards to building permit questions, scheduling meetings to issue building permits, set back questions, code enforcement questions etc....

I was able to issue approximately 10 building permits.

Preform 10 building Inspections.

I issued 7 Certificate of Occupancy.

I made 3 visits for building consultation.

I investigated 3 calls for animals running loose.

I investigated 3 complaints for weeds & junk cars.

Obtained owners name & addresses for 13 code violation letters to be mailed out.

Made a court appearance for a code violation citation.

A little bit slower than normal in October but still busy.

Respectfully,

Bill Rupert
Integrity Inspections
423-823-8568
Integrity-inspections.com

MOUNT CARMEL

A place to put down roots

LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Ordinance 26-552 (2nd Reading)
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

Ordinance No. 26-552, amends Title 7, Chapter 2, of the Mount Carmel Municipal Code to establish provisions for the recovery of costs incurred by the Town in responding to and mitigating hazardous materials incidents.

Currently, the Town's Municipal Code does not specifically address the recovery of expenses associated with hazardous materials response operations. As a result, costs incurred during these incidents may be absorbed by the Town, regardless of the circumstances surrounding the incident. The proposed amendment is intended to ensure that the financial burden of responding to hazardous materials incidents is assigned to the owner of the materials involved rather than being borne entirely by Town taxpayers. This applies not only to incidents within the corporate limits of the Town, but also to mutual aid calls.

Fiscal Impact

None.

Staff Reccomendation

Staff reccomends approval.

Attachments

Ordinance 26-552

MOUNT CARMEL

A place to put down roots

ORDINANCE # 26 – 552

AN ORDINANCE OF THE TOWN OF MOUNT CARMEL, TENNESSEE AMENDING TITLE 7 "FIRE PROTECTION AND FIREWORKS," CHAPTER 2 "FIRE CODE," OF THE MOUNT CARMEL MUNICIPAL CODE

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, AS FOLLOWS:

SECTION 1. That Title 7 "Fire Protection and Fireworks," Chapter 2 "Fire Code," of the Municipal Code be amended by adding the following section:

7-208. Hazardous Materials Incident Reimbursement.

(A) All costs related to and resulting from a spill or release of hazardous or dangerous chemicals shall be the responsibility of the owner of said chemicals. The Town of Mount Carmel shall recover all costs related to the mitigation of a hazardous materials incident by charging the owner of the material(s) involved in the incident.

(B) Reimbursement shall include, but not be limited to, personnel costs, including regular and overtime rates for any and all Town of Mount Carmel personnel involved in the operation; personnel costs for outside experts and consultants rendered on a per diem or fee basis or for services of an intermittent or advisory nature; transportation costs including vehicle rental for evacuation of the public, the transportation of emergency personnel, and for the transportation of equipment and supplies; utility costs related to the incident including power, water, communications, and other services; contractual services including scientific and/or analysis of substances and decontamination services for cleaning and/or decontaminating personal clothing, protective clothing, chemical suits, protective equipment, tools, appliances, hose, vehicles and other related equipment or supplies; commodities, such as protective gear, protective clothing, chemical suits, tools, chemicals, supplies and similar materials purchased for, and expended during, the incident; replacement costs for durable equipment declared a total loss as a result of contamination or damage during the incident; rental costs for the use of equipment owned by others used specifically during the incident.

(C) The provisions of this section shall apply to hazardous materials incidents occurring within the corporate limits of the Town of Mount Carmel and to incidents occurring outside the corporate limits when the Town's Fire Department or other authorized personnel respond pursuant to a mutual aid agreement, interlocal agreement, request for emergency assistance, or other authority recognized under Tennessee law. For incidents occurring outside the Town's corporate limits, the Town may seek reimbursement of its reasonable, necessary, and documented response expenses from the requesting jurisdiction, the responsible party, or another legally obligated entity, to the extent authorized by applicable law and the terms of any governing mutual aid or interlocal agreement. Nothing in this section shall be construed to supersede an existing mutual aid agreement, create an obligation for reimbursement where none exists under applicable law or agreement, or authorize the collection of costs otherwise prohibited by law.

(D) For purposes of this section, "hazardous materials" shall mean any substance, chemical, compound, material, or waste, whether solid, liquid, or gaseous, that, because of its quantity, concentration, physical characteristics, chemical properties, or potential for release, presents or may present a substantial danger to public health, safety, property, or the environment. Hazardous materials shall include, but not be limited to, flammable or combustible liquids and gases, explosives, toxic substances, corrosive materials, oxidizers, radioactive materials, hazardous wastes, petroleum products, and any other materials classified or regulated as hazardous under applicable federal or state law. A "hazardous materials incident" shall mean any actual or threatened spill, leak, discharge, release, escape, or uncontrolled exposure involving hazardous materials that requires an emergency response, containment, mitigation, decontamination, or other protective action.

SECTION 2. This ordinance shall take effect upon publication after its final passage in a newspaper of general circulation, the public welfare requiring it.

Voting by the Board, as follows, October 22, 2026, First Reading:

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

Voting by the Board, as follows, November 19, 2026, Second Reading:

	AYES	NAYS	OTHER

_____

John K. Gibson, Mayor

ATTEST:

_____

Tiffany Bishop
Town Recorder

APPROVED AS TO FORM:

_____

Matthew Matney, Town Attorney

MOUNT CARMEL

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Selection of Vice-Mayor
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

Pursuant to the Rules of Order for the BMA, the Board is responsible for selecting a Vice Mayor from among its currently seated members. The Rules of Order provide that the Vice Mayor shall be nominated from the currently seated Board of Aldermen and elected by a majority vote of the membership of the BMA.

With the commencement of a new election cycle and the seating of the Board, it is appropriate for the BMA to select a Vice Mayor in accordance with its adopted Rules of Order.

Nominations shall be made from among the currently seated aldermen, followed by a vote of the BMA membership.A nominee must receive a majority vote of the full BMA membership to be elected.

Fiscal Impact

None

Staff Reccomendation

N/A

Attachments

None

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Mayor's Committee Appointments
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

With the commencement of a new election cycle and the seating of the Board, it is appropriate for the BMA to review and establish appointments to the Town's various boards and committees.The Mayor is responsible for making committee appointments.

Fiscal Impact

None

Staff Reccomendation

Staff reccomends approval.

Attachments

Mayor's Committee List- 2026-2028

Mayor's Committee List- 2026-2028

BEER BOARD	OUTREACH	LIBRARY	PARKS	PLANNING
James Cross	Justin Mann	Syble Trent	Philip Binstock	Garret White, Chair
Jim Gilliam	Jennifer Jarrnigan	Rebecca Cornwell	Justin Mann	Bobby Larkins, Vice-Chair
Nathan Hawkins	MerriLyn Price	Naomi Luckeet	Brian Erazmus	Don Carter, Secretary
Regina Perkins	VACANT	April Stovall	John Gibson	Adam Hagood - AT LARGE
Casey Salyer	Savannah White	Phyllis Stewart	VACANT	Brian Erazmus
David Larson, Chief of Police	John Gibson	Barbara Cogliano	Gary Trailor	John Gibson, Mayor
Tyler Williams, Town Manager		John Gibson	Bennett White	Darby Patrick, Alderman

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Resolution 26-696
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

This Resolution approves the 2027 meeting schedule for the BMA. The proposed schedule provides for BMA workshop meetings on the second Thursday of each month and regular meetings on the fourth Thursday of each month. Exceptions are proposed for November and December, when meetings would be moved to accommodate the Veteran's Day, Thanksgiving and Christmas holidays.

The resolution establishes the expectation that adopted meeting dates will remain fixed and will not be routinely changed to accommodate individual scheduling conflicts. Previously adopted Resolution No. 26-669, governs virtual attendance and electronic participation by Board members.

Fiscal Impact

None.

Staff Reccomendation

Staff reccomends approval.

Attachments

Resolution 26-696

MOUNT CARMEL

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RESOLUTION 26-696

A RESOLUTION ESTABLISHING THE 2027 MEETING SCHEDULE FOR THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE

WHEREAS, the Board of Mayor and Aldermen of the Town of Mount Carmel, Tennessee, desires to establish a consistent and predictable meeting schedule for calendar year 2027 to promote transparency, public participation, and the orderly conduct of Town business; and

WHEREAS, the Board desires to conduct workshop meetings on the second Thursday of each month and regular meetings on the fourth Thursday of each month, all at 5:30 PM, with exceptions during November and December to accommodate the Veteran's Day, Thanksgiving and Christmas holidays; and

WHEREAS, the Board recognizes that maintaining a consistent meeting schedule is essential to the efficient operation of Town government and that adopted meeting dates should not be routinely modified to accommodate individual scheduling conflicts or preferences;

WHEREAS, the Board desires to reaffirm its commitment to the adopted meeting schedule while recognizing the availability of virtual attendance when authorized by Town policy and applicable law.

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 19th day of November, 2026, that:

SECTION 1. The Board of Mayor and Aldermen hereby adopts the following meeting schedule for calendar year 2027.

MONTH	WORKSHOP MEETING	REGULAR MEETING
January	January 14	January 28
February	February 11	February 25
March	March 11	March 25
April	April 8	April 22
May	May 13	May 27
June	June 10	June 24
July	July 8	July 22
August	August 12	August 26
September	September 9	September 23
October	October 14	October 28
November	November 9*	November 18*
December	December 9*	December 16*

SECTION 2. The meeting dates established by this Resolution shall constitute the official meeting schedule of the Board of Mayor and Aldermen for calendar year 2027. It is the express intent of the Board that these dates remain fixed and that meetings be conducted as scheduled to ensure consistency, predictability, and accessibility for elected officials, Town staff, and the public. Meeting dates shall not be changed, canceled, or rescheduled solely to accommodate the personal schedules, preferences, or routine conflicts of individual Board members. The absence or anticipated absence of one or more Board members shall not, by itself, constitute sufficient justification for changing an adopted meeting date, provided that a lawful quorum can be established. Changes to the adopted schedule should occur only when extraordinary circumstances, emergencies, or substantial operational necessities make such changes reasonably necessary. Any modification to the adopted schedule shall require appropriate action by the Board, except as otherwise expressly authorized by applicable law, and shall comply with all applicable public notice and open meeting requirements.

SECTION 3. The Board recognizes that circumstances may occasionally prevent an elected official from attending a scheduled meeting in person. In lieu of modifying the adopted meeting schedule to accommodate individual scheduling conflicts, Board members may utilize virtual attendance when eligible, in accordance with Resolution No. 26-669, establishing the Town's policy governing electronic participation in meetings of the Board of Mayor and Aldermen.

SECTION 4. Nothing in this Resolution shall prohibit the Board of Mayor and Aldermen from conducting special or called meetings as may be necessary to address Town business.

SECTION 5. The Town Recorder is hereby directed to publish and make available the adopted 2027 meeting schedule through the Town's official communication channels and local print media.

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

ADOPTED this 19th day of November, 2026.

_____

John K. Gibson, Mayor

Attest: _____

Tiffany Bishop, Town Recorder

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Resolution 26-697
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

This Resolution approves the 2027 Community Events Schedule and authorizes the coordination of additional community events within approved budgetary appropriations.

The proposed schedule is listed on the attached Resolution.

Fiscal Impact

None, outside of existing budgetary appropriations.

Staff Reccomendation

Staff reccomends approval.

Attachments

Resolution 26-697

MOUNT CARMEL

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RESOLUTION 26-697

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, APPROVING AND ADOPTING THE 2027 COMMUNITY EVENTS SCHEDULE

WHEREAS, the Town of Mount Carmel recognizes the importance of community events in promoting civic engagement, strengthening community relationships, encouraging recreational opportunities, and enhancing the quality of life for residents and visitors; and

WHEREAS, the Town, in coordination with its Outreach Committee, organizes and supports various community events throughout the year to provide opportunities for residents and families to gather, celebrate, and participate in community activities; and

WHEREAS, the Board of Mayor and Aldermen desires to establish an annual schedule of community events for calendar year 2027 to facilitate advance planning, coordination, promotion, and efficient allocation of Town resources.

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 19th day of November, 2026, that:

SECTION 1. The Board of Mayor and Aldermen hereby approves and adopts the following schedule of official Town-sponsored community events for calendar year 2027

DATE	DAY	COMMUNITY EVENT
March 20, 2027	Saturday	Easter Egg Hunt
May 15, 2027	Saturday	Nerf Event
July 3, 2027	Saturday	Independence Day Celebration
August 7, 2027	Saturday	Back to School Splash / Touch-a-Truck
September 18, 2027	Saturday	Fall Festival
October 29, 2027	Friday	Halloween on Main
November 29, 2027	Monday	Christmas Tree Lighting
December 11, 2027	Saturday	Christmas Parade
December 18, 2027	Saturday	Santa Run

SECTION 2. The Board of Mayor and Aldermen hereby authorizes the Town Manager, or the Town's Outreach Committee in coordination with the Town Manager, to plan, organize, and conduct additional community events, programs, or activities throughout calendar year 2027 as deemed appropriate and beneficial to the community. Such additional events shall not require separate approval by the Board of Mayor and Aldermen, provided that all associated expenditures remain within the Town's approved budgetary appropriations.

SECTION 3. The Town Manager, in coordination with the Outreach Committee and appropriate Town departments, is hereby authorized to oversee the planning, scheduling, coordination, promotion, and implementation of the events identified herein. The Town Manager shall have the authority to make reasonable administrative adjustments to event dates, times, locations, and activities when necessary due to weather conditions, public safety considerations, scheduling conflicts, operational needs, or other circumstances affecting the successful execution of an event.

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

ADOPTED this 19th day of November, 2026.

_____
John K. Gibson, Mayor

Attest: _____
Tiffany Bishop, Town Recorder

MOUNT CARMEL

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Resolution 26-698
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

The Town has developed a selection of Town-branded merchandise, including sweatshirts, hats, blankets, tumblers, and stickers, as a means of promoting community pride and increasing public awareness of the Town.

This resolution formally establishes the Town Merchandise Program and authorizes the Town Manager to oversee its administration and operation.

Fiscal Impact

Estimated $1,500 in revenue and expenditures. The program is intended to recover merchandise costs and generate additional revenue to support authorized municipal purposes.

Staff Reccomendation

Staff reccomends approval.

Attachments

Resolution 26-698

MOUNT CARMEL

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RESOLUTION 26-698

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, AUTHORIZING THE ESTABLISHMENT AND OPERATION OF AN OFFICIAL TOWN MERCHANDISE PROGRAM

WHEREAS, the Town of Mount Carmel desires to promote community pride, civic engagement, and a positive public image through the availability of merchandise featuring the Town's name, official logos, and other approved designs; and

WHEREAS, Town-branded merchandise provides residents, visitors, and supporters an opportunity to demonstrate their connection to and support for the Mount Carmel community; and

WHEREAS, the Board of Mayor and Aldermen recognizes that a properly administered merchandise program may serve as a means of promoting the Town, increasing public awareness of municipal programs, facilities, and events, and generating incidental revenue to support legitimate municipal purposes; and

WHEREAS, the Board of Mayor and Aldermen finds that establishing a Town Merchandise Program serves a legitimate municipal public purpose and is in the best interests of the Town and its residents.

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 19th day of November, 2026, that:

SECTION 1. The Board of Mayor and Aldermen hereby authorizes the establishment of an official Town of Mount Carmel Merchandise Program for the purpose of promoting community identity, civic pride, municipal facilities, programs, and events through the sale of Town-branded merchandise. The program may include, but shall not be limited to, apparel, hats, drinkware, blankets, stickers, promotional accessories, and other merchandise bearing the Town's name, official seal, logos, or other designs approved by the Town Manager.

SECTION 2. The Town Manager is hereby authorized and directed to administer the Town Merchandise Program, including the authority to:

1. Select, approve, purchase, and discontinue merchandise offered through the program;
2. Establish and periodically adjust merchandise pricing based on product costs, market conditions, demand, and other relevant considerations;
3. Approve merchandise designs and the use of Town branding consistent with the Town's official identity;
4. Determine appropriate locations and methods for merchandise sales, including Town facilities, community events, and electronic or online sales platforms;

5. Establish reasonable procedures for inventory management, sales transactions, refunds, and other administrative matters; and
6. Take such additional actions as may be reasonably necessary to implement and operate the program.
7. Expand, modify, or otherwise enhance the merchandise program, including the introduction of new products, merchandise categories, designs, sales opportunities and methods, and promotional initiatives, as deemed appropriate.

SECTION 3. The Town Manager shall establish merchandise pricing with the objective of recovering product costs, associated administrative expenses, and generating reasonable additional revenue in support of the program and other authorized municipal purposes. The Town Manager may adjust prices, offer promotional pricing, and establish merchandise bundles or discounts as deemed appropriate for the efficient operation of the program. Individual merchandise items and pricing adjustments shall not require additional approval by the Board of Mayor and Aldermen, provided such actions remain within the authority established by this Resolution and applicable Town policies.

SECTION 4. All revenue generated through the Town Merchandise Program shall be received, deposited, accounted for, and reported in accordance with the Town's established financial procedures and applicable law. Merchandise revenues and expenditures shall be recorded within the appropriate accounts of the Town's General Fund. The Town Recorder/Finance Director shall establish appropriate accounting and internal control procedures to ensure proper documentation of sales, inventory, expenditures, and revenues.

SECTION 5. Net revenues generated through the Town Merchandise Program shall be available for lawful municipal purposes, subject to appropriation through the Town's adopted budget. Such revenues may be used to support community events, parks and recreation activities, public engagement initiatives, and other authorized municipal programs and services.

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

ADOPTED this 19th day of November, 2026.

_____
John K. Gibson, Mayor

Attest: _____
Tiffany Bishop, Town Recorder

MOUNT CARMEL

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Resolution 26-699
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

The Town has identified the property located at 124 Main Street West as a potential location for the relocation of the Mount Carmel Police Department, additional municipal storage, and other Town operations.

The property offers a strategic location along Main Street, convenient access to existing municipal facilities, and proximity to the Town's community event and downtown areas. Acquisition of this property would provide an opportunity to improve Police Department facilities while making a long-term investment in municipal infrastructure.

The proposed purchase price is $300,000. The building will require exterior and interior renovations to accommodate its intended municipal uses (estimated $480,000).

Over the past 24 months, the Town has generated approx. $500,000 in interest income on its investments, giving us a solid financial foundation for this project. The remainder will be drawn from our healthly fund balance.

This resolution authorizes the purchase of 124 Main Street West for $300,000, granting the Town Manager authority to negotiate and execute a formal purchase offer, authorizing the Mayor to execute the final purchase agreement and related documents, and authorizing the Town Manager to initiate procurement for necessary exterior and interior renovations.

Fiscal Impact

Purchase Price- $300,000
Estimated Renovations- $480,000
addressed in separate Budget Amendment

Staff Reccomendation

Staff reccomends approval.

Attachments

Resolution 26-699

MOUNT CARMEL

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RESOLUTION 26-699

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, AUTHORIZING THE ACQUISITION OF REAL PROPERTY LOCATED AT 124 MAIN STREET W., MOUNT CARMEL, TENNESSEE, FOR MUNICIPAL PURPOSES

WHEREAS, the Town of Mount Carmel, Tennessee (the "Town"), acting through its Board of Mayor and Aldermen, is authorized under applicable Tennessee law and the Town Charter to acquire, own, maintain, and improve real property for legitimate municipal and public purposes; and

WHEREAS, the Town has identified a need for additional municipal facilities, particularly for the relocation and improvement of operations of the Mount Carmel Police Department, as well as storage, administrative, and other municipal functions; and

WHEREAS, the real property commonly known as 124 Main Street W., Mount Carmel, Tennessee 37645 (the "Property") has been identified as a suitable location for these purposes due to its location, existing improvements, accessibility, and proximity to other municipal facilities and community activities; and

WHEREAS, the Board of Mayor and Aldermen recognizes that acquisition of the Property would provide an opportunity to improve public safety facilities, enhance municipal operations, and support the long-term needs of the Town; and

WHEREAS, the anticipated use of the Property will require certain exterior and interior renovations, repairs, improvements, and modifications to accommodate municipal operations and applicable building, accessibility, life-safety, and operational requirements; and

WHEREAS, the Board of Mayor and Aldermen desires to authorize the acquisition of the Property for a purchase price of Three Hundred Thousand Dollars ($300,000.00) and to establish the authority necessary to negotiate, complete, and administer the acquisition and subsequent improvements in an efficient and responsible manner.

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 19th day of November, 2026, that:

SECTION 1. The Board of Mayor and Aldermen hereby approves and authorizes the acquisition of the real property commonly known as 124 Main Street W., Mount Carmel, Tennessee 37645, together with all buildings, fixtures, improvements, easements, rights, and appurtenances associated therewith, subject to confirmation of the legal description and ownership of the Property.

SECTION 2. The purchase price shall be Three Hundred Thousand Dollars ($300,000.00), exclusive of customary and reasonable closing costs, title expenses, recording fees, inspections, and other incidental expenses associated with the acquisition. The Property shall be acquired for municipal and public purposes, including, but not limited to, the relocation and operation of the Mount Carmel Police Department, municipal storage, administrative functions, public safety activities, and such other lawful municipal purposes as may be determined appropriate by the Town.

SECTION 3. The Town Manager is hereby authorized and directed, on behalf of the Town, to prepare, negotiate, submit, and execute a formal written offer to purchase the Property for the purchase price authorized herein. Such authority shall include the ability to negotiate customary and reasonable terms and conditions associated with the proposed acquisition, including, but not limited to:

1. Earnest money deposits and escrow arrangements;
2. Inspection and due diligence periods;
3. Financing and funding contingencies, if applicable;
4. Title examination, survey, and environmental review;
5. Closing dates, possession dates, and related scheduling matters;
6. Allocation of customary closing costs and prorations;
7. Conditions relating to the physical, structural, mechanical, and environmental condition of the Property; and
8. Other customary provisions reasonably necessary to protect the Town's interests.

SECTION 3. Upon satisfactory completion of the applicable due diligence requirements and fulfillment of the conditions established by this Resolution, the Mayor is hereby authorized to execute, on behalf of the Town, the final real estate purchase and sale agreement, closing statements, settlement documents, affidavits, certifications, and such other instruments as may be reasonably necessary to consummate the acquisition. The Mayor is further authorized to execute amendments, corrections, and supplemental documents necessary to complete the transaction, provided that such documents do not materially alter the authorized purchase price or create substantial additional financial obligations not otherwise approved by the Board.

SECTION 4. Prior to closing, the Town Manager is authorized to undertake or cause to be undertaken such inspections, investigations, evaluations, and reviews as may be reasonably necessary to determine the suitability of the Property for its intended municipal purposes. The Town Manager is authorized to engage qualified inspectors, engineers, architects, surveyors, environmental consultants, and other professionals to perform these services, subject to applicable procurement requirements and available appropriations. If due diligence identifies material concerns affecting the suitability, cost, or feasibility of the acquisition, the Town Manager shall present those concerns to the Board of Mayor and Aldermen before proceeding with closing.

SECTION 5. The Board of Mayor and Aldermen hereby authorizes the Town Manager to initiate the planning, design, procurement, and administrative processes necessary for the renovation, rehabilitation, and improvement of the Property for municipal use.
Such work may include, but shall not be limited to: exterior improvements, interior improvements, and professional and technical services.

SECTION 6. The Town Manager is hereby authorized to prepare, advertise, issue, and administer invitations to bid, requests for proposals, requests for qualifications, and other appropriate procurement solicitations for the exterior and interior renovation of the Property. The Town Manager may divide the project into separate phases, contracts, or procurement packages when determined to be in the best interest of the Town,

SECTION 7. Nothing contained in this Resolution shall be interpreted as authorizing the Town Manager, Mayor, or any other Town official to exceed the purchase price established herein, incur unauthorized debt, expend unappropriated funds, waive mandatory procurement requirements, or enter into agreements requiring further Board approval.

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

ADOPTED this 19th day of November, 2026.

_____

John K. Gibson, Mayor

Attest: _____

Tiffany Bishop, Town Recorder

MOUNT CARMEL

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LEGISLATIVE MEMORANDUM			
Date	November 19, 2026	**Agenda Item**	Ordinance 26-553 (1st Reading)
Prepared By	Tyler Williams, Town Manager	**Department**	Administration

Summary

Ordinance No. 26-553 amends the Town's Fiscal Year 2026-2027 budget to recognize and appropriate an additional $1,500 in anticipated merchandise revenue in the GF, as well as an additional $780,000 transfer out from the GF to the CPF for the purchase and rennovation of 124 Main Street W property. Accordingly, the CPF will be increased by $780,000 to account for the project.

Over the past 24 months, the Town has generated approx. $500,000 in interest income on its investments, giving us a solid financial foundation for this project. The remainder will be drawn from our healthly fund balance.

Fiscal Impact

The ordinance increases General Fund revenues by $1,500; General Fund expenditures by $781,500 ; and Captial Projects Fund revenues (transfer in) and expenditures by $780,000.

Staff Reccomendation

Staff reccomends approval.

Attachments

Ordinance 26-553
Budget Amendment Worksheets

MOUNT CARMEL

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ORDINANCE # 26-553

AN ORDINANCE AMENDING THE FISCAL YEAR 2026-2027 BUDGET AS PASSED BY ORDINANCE # 26-547 OF THE TOWN OF MOUNT CARMEL, TENNESSEE

WHEREAS, the Town of Mount Carmel adopted the fiscal year 2026-2027 budget by passage of Ordinance #26-547 on May 21, 2026, and amended said budget by Ordinance #26-550 on September 24, 2026; and

WHEREAS, pursuant to the Tennessee state constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and,

WHEREAS, pursuant to the Municipal Budget Law of 1982, as found in the *Tennessee Code Annotated* section 6-56-209, the Board of Mayor and Aldermen has the authority to authorize the budget officer to transfer moneys from one appropriation to another within the same fund; and,

WHEREAS, projected revenues and expenditures for FY 2026-2027 have evolved;

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2026-2027 BUDGET AS FOLLOWS:

SECTION 1. Ordinances #26-547 and #26-550 are hereby amended by the following for Revenues:

General Fund	**FY 2026-2027 Original Budget**	**FY 2026-2027 Amended Budget**
Total Revenue	$6,110,368.00	$6,111,868.00

Capital Projects Fund	**FY 2026-2027 Original Budget**	**FY 2026-2027 Amended Budget**
Total Revenue	$1,756,000.00	$2,536,000.00

SECTION 2. Ordinances #26-547 and #26-550 are hereby amended by the following for Expenditures:

General Fund	**FY 2026-2027 Original Budget**	**FY 2026-2027 Amended Budget**
Total Appropriations:	$7,728,068.00	$8,509,568.00

	FY 2026-2027 Original Budget	**FY 2026-2027 Amended Budget**
Fund Balance – Appropriated	$1,617,700.00	$2,397,700.00

Capital Projects Fund	**FY 2026-2027 Original Budget**	**FY 2026-2027 Amended Budget**
Total Appropriations:	$1,756,000.00	$2,536,000.00

SECTION 3. The Board of Mayor and Alderman authorizes the Town Recorder to make said changes in the accounting system.

SECTION 4. This ordinance shall take effect upon publication after its final passage in a newspaper of general circulation, the public welfare requiring it.

Voting by the Board, as follows, November 19, 2026, First Reading:

	AYES	NAYS	OTHER

Voting by the Board, as follows, December 17, 2026, Second Reading and Public Hearing:

	AYES	NAYS	OTHER

John K. Gibson, Mayor

ATTEST:

Tiffany Bishop, Town Recorder

GENERAL FUND	110	FISCAL YEAR	CHANGE APPROPRIATION	X
BUDGET AMD	#2	2026-2027	LINE ITEM MOVE	
DATE	12/17/2026			

GENERAL LEDGER ACCT. NO.	REVENUE ACCOUNT DESCRIPTION	2026-2027 ORIGINAL BUDGET	AMOUNT TO AMEND	AMENDED BUDGET
110-36519	Merchandise Revenue	-	1,500.00	$ 1,500.00
TOTAL REVENUE AMENDED THIS AMENDMENT			$ 1,500.00	
TOTAL REVENUE BUDGETED		$ 6,110,368.00	$ 1,500.00	$ 6,111,868.00

GENERAL LEDGER ACCT. NO.	EXPENDITURES ACCOUNT DESCRIPTION	2026-2027 ORIGINAL BUDGET	AMOUNT TO AMEND	AMENDED BUDGET
110-41500-236	Public Relations	8,000.00	1,500.00	$ 9,500.00
110-51640-760	Transfer out to CPF	1,756,000.00	780,000.00	$ 2,536,000.00
TOTAL EXPENDITURES THIS AMENDMENT			$ 781,500.00	
TOTAL EXPENDITURES BUDGETED		$ 7,728,068.00	$ 781,500.00	$ 8,509,568.00

GENERAL LEDGER ACCT. NO.	FUND BALANCE ACCOUNT DESCRIPTION	ORIGINAL BUDGET	AMOUNT TO AMENDMENT	AMENDED BUDGET
110-27100	Fund Balance	$ 1,617,700.00	$ 780,000.00	$ 2,397,700.00
TOTAL FUND BALANCE APPROPRIATED			$ 780,000.00	

EXPLANATION	Change in 26-27 Fiscal Year Budget due to evolving priorities.

Tiffany Bishop
Town Recorder _____ DATE _____

John K. Gibson
Mayor _____ DATE _____

GENERAL FUND	310	FISCAL YEAR	CHANGE APPROPRIATION	X
BUDGET AMD	#1	2026-2027	LINE ITEM MOVE	
DATE	12/17/2026			

GENERAL LEDGER ACCT. NO.	REVENUE ACCOUNT DESCRIPTION	2026-2027 ORIGINAL BUDGET	AMOUNT TO AMEND	AMENDED BUDGET
310-36961	Transfer In- General Fund	1,756,000.00	780,000.00	$ 2,536,000.00
TOTAL REVENUE AMENDED THIS AMENDMENT			$ 780,000.00	
TOTAL REVENUE BUDGETED		$ 1,756,000.00	$ 780,000.00	$ 2,536,000.00

GENERAL LEDGER ACCT. NO.	EXPENDITURES ACCOUNT DESCRIPTION	2026-2027 ORIGINAL BUDGET	AMOUNT TO AMEND	AMENDED BUDGET
310-42100-911	Land Acquisition	-	300,000.00	$ 300,000.00
310-42100-920	Building Rennovation/Construction	-	415,000.00	$ 415,000.00
310-42100-254	Architecture/Engineering/Design Services	-	25,000.00	$ 25,000.00
310-42100-947	Office Furnishings and Equipment	-	40,000.00	$ 40,000.00
TOTAL EXPENDITURES THIS AMENDMENT			$ 780,000.00	
TOTAL EXPENDITURES BUDGETED		$ 1,756,000.00	$ 780,000.00	$ 2,536,000.00

GENERAL LEDGER ACCT. NO.	FUND BALANCE ACCOUNT DESCRIPTION	ORIGINAL BUDGET	AMOUNT TO AMENDMENT	AMENDED BUDGET
TOTAL FUND BALANCE APPROPRIATED			$ -	

EXPLANATION: Change in 26-27 Fiscal Year Budget due to evolving priorities.

Tiffany Bishop
Town Recorder _____ DATE _____

John K. Gibson
Mayor _____ DATE _____