



160 Main Street
P.O. Box 640
Copperhill, TN 37317

Phone: (423) 496-5141
www.copperhill.gov

Board of Mayor & Aldermen Agenda

Monday, October 19, 2026

5:30 p.m.

Call Meeting to Order

Roll Call

Minutes:

- September 21, 2026
Roll Call
- September 23, 2026 Special Called Meeting
Roll Call

Financials:

- September 17, 2026 to October 15, 2026
Roll Call

Public Comments

Announcements

Reports:

- Board of Aldermen
- Mayor

Old Business:

- None

Mayor
Greg Barker

Vice Mayor
Jake Reuse

Aldermen
Donna Martin
Tamberlyn Tanner
Jeff Thomas

New Business:

- Resolution 2026-10-0027: Professional Services Agreement with Todd Dilbeck
Roll Call
- Resolution 2026-10-0028: Adoption of Cash Management Policy
Roll Call

Adjournment Roll Call



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Board of Mayor & Aldermen Minutes

Monday, September 21, 2026

5:30 p.m.

Call Meeting to Order

Roll Call: All Present

Minutes: August 17, 2026

- Motion to accept made by Tamberlyn Tanner, 2nd by Jake Reuse
Roll Call: All voted to accept

Financials: August 14, 2026 to September 17, 2026

- Motion to accept by Tamberlyn Tanner 2nd, by Jake Reuse
Roll Call: All voted to accept

Public Comments

- Resident Connie Miller presented photographs of work performed within the right-of-way adjacent to her yard and expressed concerns regarding the repairs. Mayor Barker advised that City maintenance staff would revisit the completed work.

Announcements

- The next Board of Mayor and Aldermen Meeting will be held on Monday, October 19, 2026.
- No City Court in October.
- Twin Cities Fall Market will be held each Saturday from September 26 through October 31, 2026.
- Trick or Treat safe zone will be held on Saturday October 31, 2026 from 6pm to 8pm.
- Twin Cities Holiday Market will be November 21st & 28th.
- The Tennessee Downtown's Restaurant Week is October 5th- 11th, 2026.

Reports:

Board of Aldermen

- Donna Martin announced that the Kiwanis Christmas Parade will be held on December 5, 2026..

Mayor
Greg Barker

Vice Mayor
Jake Reuse

Aldermen
Donna Martin
Tamberlyn Tanner
Jeff Thomas

- Jake Reuse reported that Warm the Ridge raised \$8,500 and thanked City employees for their work in preparing the field for the event.

Mayor

- All new equipment has been delivered. Much appreciation to our anonymous donor for this generous contribution to the City.
- The QR code plaque installation is almost complete. Thank you to Saul Saucedo for his time and work on this project.
- Fightingtown Lift Station Project is back on track and appears to be on course for completion by the required deadline.
- We are awaiting communication from TDOT regarding the downtown paving project.
- The Main Street repair efforts are ongoing as the City pursues emergency grant funding to address the damage.
- A special called meeting is to be held on Wednesday, September 23, 2026 to choose the engineering firm that will assist the City with the Main Street repair project.

Old Business:

Resolution 2026-09-0025: Polk County Sheriff's Department Contract Extension

- Motion to accept was made by Donna Martin, 2nd by Tamberlyn Tanner
Roll Call: All voted to accept

Resolution 2026-09-0026: United Community Bank – Closure of Checking Account

- Motion to accept was made by Jake Reuse, 2nd by Donna Martin
Roll Call: All voted to accept

New Business:

- None

Adjournment 5:54pm

- Motion to Adjourn was made by Jake Reuse, 2nd by Jeff Thomas
Roll Call: All voted to adjourn



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Board of Mayor & Aldermen Meeting Minutes Wednesday, September 23, 2026 Special Called Meeting 5:30 p.m.

Call Meeting to Order

Roll Call: Jake Reuse participated by phone and was non-voting. All other members were present.

Public Comments

- No Public Comments

Called Business:

Resolution 2026-09-0027 Selection of Engineering Firm for ARC/CDBG Imminent Threat Funding Projects

- Motion to discuss firms made by Donna Martin, 2nd by Tamberlyn Tanner
Roll Call: All present voted to accept

Firms Under Consideration:

- CTI
 - ASA
 - Farmer
 - Rye
- Motion was made to consider ASA Engineering firm by Donna Martin, 2nd by Tamberlyn Tanner
Roll Call: All present Voted to Accept

Adjournment 6:42pm

- Motion to adjourn was made by Tamberlyn Tanner, 2nd by Jeff Thomas
Roll Call: All present voted to adjourn

Mayor
Greg Barker

Vice Mayor
Jake Reuse

Aldermen
Donna Martin
Tamberlyn Tanner
Jeff Thomas

10:12 AM

10/16/26

Accrual Basis

City of Copperhill
Profit & Loss
 September 18 through October 15, 2026

	Sep 18 - Oct 15, 26
Ordinary Income/Expense	
Income	
Alcohol Inspection fee	34.93
1989 · Tax Payment	102.18
4003 · Gas 3 Cent	4,135.50
4030 · GF-Business Licenses	15.00
4040 · GF-Business Tax	2,599.68
4060 · GF-Current Yr Property Tax	4,704.46
4103 · State Sales Tax -City	4,134.37
4125 · Mixed Drink	66.05
4130 · GF-State Beer Tax	3,038.58
4139 · Gas Improvment City	317.74
4140 · GF-State Gasoline Tax	188.67
4163 · GF - Telecommunications Tax	187.34
4164 · Transportation Modernization	38.85
4166 · Fuel City Tax	633.97
4180 · GF-State Wholesale Beer Tax	2,241.25
4310 · WS-Water Sales	3,406.91
4330 · WS - Misc. Income	252.00
Total Income	26,097.48
Gross Profit	26,097.48
Expense	
5110 · GF-Accounting Services	1,675.00
5150 · GF-Beautification	488.06
5165 · GF - Donations	349.98
5205.1 · GF-Fuel Streets	872.30
5205.2 · GF- Fuel Sanitation	1,522.03
5220 · GF-Insurance	25.80
5260 · GF-Office Supplies	441.76
5265 · GF-Payroll Expenses	21,738.74
5275.1 · GF - Equipment Streets	886.20
5375 · GF - Street Repairs	2,307.78
5400 · GF-Wages, Admin	7,461.17
5420.1 · GF-Wages, Streets Maintenance	7,033.73
5430 · GF-Salaries, Mayor & Aldermen	800.00
5470 · GF-Taxes, Payroll	5,165.66
5480 · GF-Telephone	200.00
5510 · GF-Utilities	2,959.37
5560 · GF - Bank Fees	129.95
5571 · GF Contract Services	14,653.00
60300 · GF- Professional Fees	2,189.68
6031 · GF - Interest Expense	0.00
6070 · WS-Gen. Off. Supplies & EXP	181.18
6100 · WS-Operations	0.00
6140 · WS-Repair & Maintenance	97.41
6150 · WS-Salaries & Wages	9,221.41
Total Expense	80,400.21
Net Ordinary Income	-54,302.73
Net Income	-54,302.73



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City of Copperhill

Resolution #2026-10-0027

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COPPERHILL, TENNESSEE, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH TODD DILBECK FOR WATER DISTRIBUTION SERVICES

WHEREAS, the City of Copperhill requires qualified professional services to support the operation and regulatory compliance of its water distribution system; and

WHEREAS, the Board of Mayor and Aldermen previously authorized a professional services contract with Todd Dilbeck pursuant to Resolution No. 2-18-25-02, as amended by Resolution No. 3-17-25-01 and Resolution No. 2026-08-0022; and

WHEREAS, the existing contractual arrangement is ending, and the City desires to establish a new agreement limited to water distribution services under terms approved by the Board; and

WHEREAS, the Board finds it in the best interest of the City to authorize a new professional services agreement setting forth the scope of services, compensation, term, and other conditions in Exhibit A attached hereto;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COPPERHILL, TENNESSEE, AS FOLLOWS:

SECTION 1. AUTHORIZATION. The Mayor is hereby authorized to execute a professional services agreement with Todd Dilbeck for water distribution services in accordance with the terms and conditions set forth in Exhibit A, incorporated herein by reference.

SECTION 2. PRIOR AGREEMENT. Effective upon the commencement of the new agreement, the prior professional services contract and amendments authorized by Resolution Nos. 2-18-25-02, 3-17-25-01,

Mayor
Greg Barker

Vice Mayor
Jake Reuse

Aldermen
Donna Martin
Tamberlyn Tanner
Jeff Thomas

and 2026-08-0022 shall be superseded with respect to the services covered by the new agreement, except for outstanding obligations accrued before that date.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption, the public welfare requiring it.

ADOPTED AND APPROVED this 19th day of October, 2026.

Mayor Greg Barker

Recorder Shannon E. Arthur, CMFO

EXHIBIT A

PROFESSIONAL SERVICES AGREEMENT FOR WATER DISTRIBUTION SYSTEM SERVICES BETWEEN CITY OF COPPERHILL, TENNESSEE AND TODD DILBECK

WATER DISTRIBUTION SYSTEM SERVICES

This Professional Services Agreement ("Agreement") is entered into by and between the City of Copperhill, Tennessee ("City"), and Todd Dilbeck ("Contractor"), for professional services related to the City's water distribution system.

1. Term

The term of this Agreement shall begin October 31, 2026, and continue through October 31, 2027, unless terminated earlier in accordance with this Agreement. Any extension or renewal must be approved in writing by both parties and authorized in accordance with applicable City procedures.

2. Scope of Services

The Contractor shall provide the following services on behalf of the City's Water Utility:

A. Daily SCADA Monitoring and Water Flow Records

Monitor the water system's SCADA system daily and review system alarms and notifications.

Respond to Mission SCADA alarms related to the water system and notify the City of significant issues requiring operational attention.

Record daily water flow received from Copper Basin Utilities and maintain appropriate records for reporting and operational review.

B. Bacteriological Sampling

Collect and transport two bacteriological water samples per month to the designated facility in Etowah, Tennessee, in accordance with applicable sampling procedures and regulatory requirements. The Contractor shall use his own vehicle, with routine fuel costs included in the monthly compensation.

C. Monthly Operating Report

Prepare and submit the monthly operating report required by the Tennessee Department of Environment and Conservation (TDEC) on behalf of the City's Water Utility, in accordance with applicable regulatory requirements and submission deadlines.

The Contractor shall maintain appropriate supporting records and provide the City with a copy of each completed report submitted to TDEC.

D. Regulatory Findings and Corrections

The Contractor shall promptly review and respond, without additional compensation, to TDEC findings, questions, notices, or requests for correction that relate directly to the preparation, accuracy, completeness, or timely submission of reports or other work performed by the Contractor under this Agreement.

The Contractor shall correct errors or omissions attributable to the Contractor's work and prepare and submit any necessary revised reports or related responses within the scope of the services covered by the monthly fee.

The Contractor shall promptly notify the City of regulatory findings, compliance concerns, or deadlines requiring City attention and provide the City with copies of related TDEC correspondence.

Findings, deficiencies, or corrective actions involving matters outside the Contractor's scope of services may be handled as additional consulting services, subject to the City's prior written approval of the scope and fee. The Contractor shall not undertake additional billable work without prior authorization from the City.

E. Consulting Services

The Contractor may provide additional consulting services related to the City's water distribution system when requested and authorized by the City. The scope, compensation, and anticipated schedule for such services must be agreed upon in advance.

3. Compensation

The City shall pay the Contractor a monthly fee of \$1,200 for the services described in Section 2, including daily SCADA monitoring, review and response to system alarms, daily water flow records, bacteriological sampling and transportation, monthly TDEC operating reports, and routine regulatory responses and corrections within the Contractor's contracted scope.

Routine vehicle and fuel costs associated with the required bacteriological sample transportation are included in the monthly fee. No additional reimbursement shall be made for these routine costs unless separately authorized in writing by the City.

Additional consulting services shall be compensated separately only when approved in advance by the City. The rate or fee and scope of work must be agreed upon before the additional services begin.

The Contractor shall submit invoices in accordance with the City's established payment procedures. No additional fees or expenses shall be payable unless authorized by the City in advance.

4. Performance and Compliance

The Contractor shall perform all services professionally, accurately, and in a timely manner and shall comply with applicable laws, regulations, and TDEC requirements related to the contracted services.

The Contractor shall promptly notify the City of known reporting errors, missed deadlines, significant SCADA alarms, sampling concerns, regulatory findings, or other matters that could affect the City's water system or compliance obligations.

The Contractor shall not represent that a regulatory issue has been resolved unless the required corrective action has been completed or the applicable regulatory authority has otherwise confirmed resolution.

5. Records and Documentation

The Contractor shall maintain and provide the City with appropriate records of daily water flow, SCADA issues and responses, bacteriological sampling and delivery, monthly operating reports, supporting documentation, and TDEC correspondence related to the services performed under this Agreement.

Copies of required reports and relevant regulatory correspondence shall be provided to the City in a timely manner. All records prepared or maintained on behalf of the City under this Agreement shall be made available upon request and transferred to the City upon termination or expiration.

6. Independent Contractor

The Contractor shall perform services as an independent contractor and shall not be considered an employee of the City. The Contractor shall be responsible for all applicable taxes and other obligations arising from independent contractor status.

Nothing in this Agreement authorizes the Contractor to bind the City to additional expenses, agreements, or obligations without prior authorization.

7. Termination

Either party may terminate this Agreement, with or without cause, by providing at least sixty (60) days' written notice to the other party.

Upon termination, the Contractor shall provide the City with all reports, supporting records, sampling documentation, and relevant correspondence in the Contractor's possession relating to the contracted services. The City shall pay the Contractor for authorized services properly performed through the effective termination date, subject to the terms of this Agreement.

8. Amendments

This Agreement may be amended only by a written document signed by both parties and approved in accordance with applicable law and City procedures.

9. Superseding Effect

Effective October 31, 2026, this Agreement shall supersede prior contractual provisions between the City and Contractor only to the extent those provisions address the services expressly covered by this

Agreement. Any other services, obligations, or outstanding liabilities not addressed herein shall remain subject to the applicable prior agreement or authorization unless otherwise amended in writing.

10. Entire Agreement

This Agreement constitutes the entire agreement between the parties concerning the services described herein and supersedes prior understandings concerning those services, subject to Section 9.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the effective date stated above.

CITY OF COPPERHILL, TENNESSEE

By: _____
Mayor Greg Barker

Date: _____

Attest: _____

City Recorder Shannon Arthur, CMFO

CONTRACTOR

By: _____
Todd Dilbeck

Date: _____

EXHIBIT A

PROFESSIONAL SERVICES AGREEMENT FOR WATER DISTRIBUTION SYSTEM SERVICES BETWEEN CITY OF COPPERHILL, TENNESSEE AND TODD DILBECK

WATER DISTRIBUTION SYSTEM SERVICES

This Professional Services Agreement ("Agreement") is entered into by and between the City of Copperhill, Tennessee ("City"), and Todd Dilbeck ("Contractor"), for professional services related to the City's water distribution system.

1. Term

The term of this Agreement shall begin October 31, 2026, and continue through October 31, 2027, unless terminated earlier in accordance with this Agreement. Any extension or renewal must be approved in writing by both parties and authorized in accordance with applicable City procedures.

2. Scope of Services

The Contractor shall provide the following services on behalf of the City's Water Utility:

A. Monthly Operating Report

Prepare and submit the monthly operating report required by the Tennessee Department of Environment and Conservation (TDEC) on behalf of the City's Water Utility, in accordance with applicable regulatory requirements and submission deadlines.

The Contractor shall maintain appropriate records supporting the report and provide the City with a copy of each completed report submitted to TDEC.

B. Regulatory Findings and Corrections

The Contractor shall promptly review and respond, without additional compensation, to TDEC findings, questions, notices, or requests for correction that relate directly to the preparation, accuracy, completeness, or timely submission of reports or other work performed by the Contractor under this Agreement.

The Contractor shall correct errors or omissions attributable to the Contractor's work and prepare and submit any necessary revised reports or related responses within the scope of the services covered by the monthly fee.

The Contractor shall promptly notify the City of any regulatory findings, compliance concerns, or deadlines requiring City attention and provide copies of related TDEC correspondence.

Findings, deficiencies, or corrective actions involving operational matters outside the Contractor's scope of services may be handled as additional consulting services, subject to the City's prior written approval of the scope and fee. The Contractor shall not undertake additional billable work without prior authorization from the City.

C. Consulting Services

The Contractor may provide additional consulting services related to the City's water distribution system when requested and authorized by the City. The scope, compensation, and anticipated schedule for such services must be agreed upon in advance.

3. Responsibilities of City Employees

The following routine operational duties shall remain the responsibility of City employees and are not included in the Contractor's duties under this Agreement:

Daily monitoring of the Supervisory Control and Data Acquisition (SCADA) system and responding to system alarms.

Recording daily water flow received from Copper Basin Utilities.

Collecting and transporting two bacteriological water samples per month to the designated facility in Etowah.

The Contractor shall not be responsible for operational duties assigned to City employees unless the City separately authorizes such services in writing.

4. Compensation

The City shall pay the Contractor a monthly fee of \$1,000 for the monthly operating report and related responsibilities described in Section 2, including routine responses and corrections within the Contractor's contracted scope.

Additional consulting services shall be compensated separately only when approved in advance by the City. The rate or fee and scope of work must be agreed upon before the additional services begin.

The Contractor shall submit invoices in accordance with the City's established payment procedures. No additional fees or expenses shall be payable unless authorized by the City in advance.

5. Performance and Compliance

The Contractor shall perform all services professionally, accurately, and in a timely manner and shall comply with applicable laws, regulations, and TDEC reporting requirements related to the contracted services.

The Contractor shall promptly notify the City of known reporting errors, missed deadlines, regulatory concerns, or other matters that could affect the City's compliance obligations.

6. Records and Documentation

The Contractor shall provide the City with copies of all monthly reports, amended reports, supporting documentation, and TDEC correspondence related to the services performed under this Agreement.

Records prepared or maintained on behalf of the City under this Agreement shall be made available to the City upon request and returned or transferred to the City upon termination or expiration of the Agreement.

7. Independent Contractor

The Contractor shall perform services as an independent contractor and shall not be considered an employee of the City. The Contractor shall be responsible for all applicable taxes and other obligations arising from independent contractor status.

Nothing in this Agreement authorizes the Contractor to bind the City to additional expenses, agreements, or obligations without prior authorization.

8. Termination

Either party may terminate this Agreement, with or without cause, by providing at least sixty (60) days' written notice to the other party.

Upon termination, the Contractor shall provide the City with all completed reports, supporting records, and relevant correspondence in the Contractor's possession relating to the contracted services. The City shall pay the Contractor for authorized services properly performed through the effective termination date, subject to the terms of this Agreement.

9. Amendments

This Agreement may be amended only by a written document signed by both parties and approved in accordance with applicable law and City procedures.

10. Superseding Effect

Effective October 31, 2026, this Agreement shall supersede prior contractual provisions between the City and Contractor only to the extent those provisions address the services expressly covered by this Agreement. Any other services, obligations, or outstanding liabilities not addressed herein shall remain subject to the applicable prior agreement or authorization unless otherwise amended in writing.

11. Entire Agreement

This Agreement constitutes the entire agreement between the parties concerning the services described herein and supersedes prior understandings concerning those services, subject to Section 10.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the effective date stated above.

CITY OF COPPERHILL, TENNESSEE

By: _____
Mayor Greg Barker

Date: _____

Attest: _____

City Recorder Shannon Arthur, CMFO

CONTRACTOR

By: _____
Todd Dilbeck

Date: _____



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City of Copperhill

Resolution #2026-10-0028

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COPPERHILL, TENNESSEE, TO ADOPT A CASH MANAGEMENT POLICY

WHEREAS, the City of Copperhill operates a combined Water and Sewer Utility and is responsible for safeguarding public funds and maintaining sufficient liquidity; and

WHEREAS, the Tennessee Board of Utility Regulation has required the City to provide proof of implementation of a policy addressing Cash as a Percentage of Expenditures for the Water and Sewer Fund; and

WHEREAS, the Tennessee Comptroller's financial health metric for utility systems identifies cash as a percentage of cash expenditures greater than fifteen percent (15%) as the no-concern threshold; and

WHEREAS, the Board of Mayor and Aldermen desires to establish a formal policy for monitoring and maintaining adequate unrestricted cash reserves;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF COPPERHILL, TENNESSEE, AS FOLLOWS:

SECTION 1. ADOPTION OF POLICY.

The Cash Management Policy attached hereto as Exhibit A and incorporated herein by reference is hereby adopted.

SECTION 2. ADMINISTRATION.

The City Recorder shall administer this policy, maintain supporting documentation, calculate the required financial metric, and report results to the Board of Mayor and Aldermen.

Mayor
Greg Barker

Vice Mayor
Jake Reuse

Aldermen
Donna Martin
Tamberlyn Tanner
Jeff Thomas

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption, the public welfare requiring it.

ADOPTED AND APPROVED this 19th day of October, 2026.

Mayor Greg Barker

Recorder Shannon E. Arthur, CMFO

EXHIBIT A

CITY OF COPPERHILL, TENNESSEE CASH MANAGEMENT POLICY

I. PURPOSE

This policy establishes procedures for safeguarding City cash, maintaining adequate liquidity, and monitoring the Water and Sewer Utility's Cash as a Percentage of Expenditures.

II. SCOPE

For the Water and Sewer Utility reserve calculation, only available unrestricted cash shall be included. Cash restricted by law, grant agreement, debt covenant, contract, or other binding restriction shall be excluded unless legally available for ordinary utility expenditures.

III. RESPONSIBILITY

The Board of Mayor and Aldermen approves this policy. The City Recorder shall administer the policy, maintain supporting documentation, calculate the financial metric, and report results to the Board.

IV. CASH MANAGEMENT AND INTERNAL CONTROLS

Receipts shall be recorded and deposited timely. Bank accounts shall be reconciled timely. Access to cash, banking systems, and electronic transactions shall be limited to authorized personnel, with segregation of duties maintained to the extent practicable.

V. CASH FLOW MANAGEMENT

The City Recorder shall monitor receipts, operating expenditures, debt service, capital needs, and other significant cash requirements to maintain sufficient liquidity.

VI. WATER AND SEWER CASH RESERVE REQUIREMENT

The City shall manage the Water and Sewer Utility so that available unrestricted cash as a percentage of annual cash expenditures exceeds fifteen percent (15%).

Available Unrestricted Cash means cash and cash equivalents legally and operationally available for ordinary Water and Sewer Utility expenditures. Restricted cash shall not be included.

Cash Expenditures means annual utility expenses requiring the use of cash. Noncash expenses, including depreciation, shall be excluded from the denominator. Other material noncash expenses shall also be excluded when applicable and supported by documentation.

The calculation shall be:

$$\text{Available Unrestricted Cash} \div \text{Annual Cash Expenditures} \times 100 = \text{Cash as a Percentage of Expenditures.}$$

The required policy target is greater than fifteen percent (15%).

VII. MONITORING AND REPORTING

The City Recorder shall calculate the Water and Sewer Utility's Cash as a Percentage of Expenditures at least quarterly using appropriate year-to-date or trailing-period information and shall report the result to the Board of Mayor and Aldermen. The fiscal year-end calculation shall be documented from year-end financial records.

VIII. CORRECTIVE ACTION

If Cash as a Percentage of Expenditures is fifteen percent (15%) or less, the City Recorder shall notify the Board of Mayor and Aldermen and prepare a corrective action plan. Actions may include expenditure controls, collection efforts, budget amendments, rate or fee review, cash-flow measures, or other lawful measures intended to restore the ratio to greater than fifteen percent (15%).

IX. ANNUAL REVIEW

This policy shall be reviewed at least annually and amended as necessary to reflect changes in law, Tennessee Comptroller or Tennessee Board of Utility Regulation guidance, financial conditions, debt or grant requirements, or City operations.