

**Millersville Board of Commissioners
Work Session Agenda
Monday, January 6, 2025, at 6:00 P.M.
At Millersville City Hall**

- 1. Call to Order.**
- 2. Invocation and Pledge of Allegiance.**
- 3. City Department Updates:**
 - a) Planning and Zoning
 - b) Codes and Stormwater
 - c) Parks Department
 - d) Fire Department
 - e) Police Department
 - f) Public Works Department
- 4. Discussion and path forward on interim city manager.**
- 5. Discussion of Legal Services.**
- 6. Discussion of city's finances.**
- 7. Update on current city hall jobs that are filled but do not have board approval.**
- 8. Discussion of animals at city hall.**
- 9. Discussion with OHM regarding their work on the sidewalk project to date.**
- 10. Sidewalk Update**
- 11. Update from EnviroScience on the progress made on their project to date, and what are the next steps?**
- 12. Discuss acquisition of access cards for commissioners to city hall.**
- 13. Discussion on the scheduling and recording of all Boards and Committee meetings.**

14. Citizens' Comments

15. City Manager's Comments

16. Commissioners' Comments

17. Adjournment

**Planning and Zoning
Codes and Stormwater**



Planning & Zoning Department

1246 Louisville Hwy, Millersville, Tennessee 37072
(615) 878-2242

Planning and Zoning Division

DATE: Dec 2024

TO: Bryan Morris, City Manager/Police Chief; Commissioners

FROM: Sarah Left, Planning and Codes Director

SUBJECT: Monthly Report for Commission

Department Updates:

Permits-

4 approved and issued permits

Sign, Accessory Structures, and New Home Build

Permit revenue totaling \$5,279.06 for December

City Planning-

GNRC has been working on multiple projects coming to Millersville. They attended the Planning Commission meeting giving staff comments to board members on the proposed projects, there is an upcoming Planning Commission meeting this month

City Engineer-

Luke Sullivan from Neel-Schafer Co. is our City Engineer, he has been working with Brian Halma from GNRC on all the proposed projects active in Millersville

MISC-

1 Zoning Verification request this month

No BZA meetings this last month



Codes Enforcement Department & Stormwater Department

1246 Louisville Hwy, Millersville, Tennessee 37072
(615) 878-2242

DATE: December 2024

TO: Bryan Morris, City Manager/Police Chief; Commissioners

FROM: Sarah Left, Planning and Codes Director

SUBJECT: Monthly Report for Commission

Department Updates:

Codes Enforcement & Stormwater Cases

Open	Closed	Unfounded
16	10	1

Codes Enforcement:

- Sumner Co and Robertson Co cases on hold. 1 ongoing case in City Court

Stormwater

- Department has continued working with Enviro Science; which should be here at the work session this month for a more in-depth progress check in. Annual report was submitted to TDEC
- Enviro Science is going to be in town next week doing field work such as inspecting the grinder pumps in the City, due to the time constraint of getting mail out, especially to over 1500 people, I am including the letter in my report. This is to inform the residents we will out in the City doing inspections which may include being on a portion of residents property. The letter details what is being inspected, the time frames, and why the inspections are needed



City of Millersville

1246 Louisville Highway
Millersville, TN 37072-3613
Phone: (615) 859-0880
Fax: (615) 851-1825

January 2, 2025

Re: Citywide Sanitary Sewer Inspections

City of Millersville, TN

Dear Property Owner:

The City of Millersville will be inspecting the public sanitary sewer system in support of the City's Asset Management Plan. The inspections are scheduled to start January 7th, 2024, and will last about two months. Our engineers and consultant, EnviroScience, located in Brentwood, TN, may need to enter a portion of your property to perform the inspections. The work may include inspecting grinder pumps, septic tanks, manholes, and sanitary sewer outfalls. If you, the owner, do not live or conduct business at this site, please inform the tenants of our planned work.

The consultant has been given strict instructions concerning the preservation of private property. Every effort will be made to minimize disturbance to all properties. In addition to the mailing of this letter of notification, the consultants will carry a copy of this letter. If at any time you feel that the consultants have not given the proper attention to your property, or if there are any hazards associated with your property or the immediate area that could cause harm, please contact the Project Manager, Kevin Wienhold, PE, at (336) 999-4767.

The consultants will not be able to provide any specific information or answers to your questions concerning this project. They will simply be collecting information in support of asset planning.

Additional information regarding the City's Stormwater Management Department can be found at

<https://www.cityofmillersville.com/department/index.php?structureid=24>.

We appreciate your cooperation and assistance so that this necessary project can be completed at the earliest possible date.

If you have project concerns or would like additional information on the details of this project, please contact the City by phone at (615) 859-0880 or via e-mail at stormwater@cityofmillersville.com.

Respectfully,

Sarah Left

Planning and Codes Director

Cc: Bryan Morris, Interim City Manager

Jerry Schrader, Public Works Director

Kevin James Wienhold, PE - EnviroScience, Inc.

Parks Department

Revenue By Period - Detail

Start Date: 12/1/2024 12:00 AM

End Date: 1/31/2025 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

Revenue Totals

	**Gross	**Net	Cash	Check	CC (Gross)	CC (Net)	DEBITS					CREDITS					
							ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Returns	Other				
PROGRAM REGISTRATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MEMBERSHIPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FACILITY RESERVATIONS	\$4,285.00	\$4,285.00	\$2,820.00	\$0.00	\$1,465.00	\$1,465.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(SECURITY DEPOSITS)	\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER PAYMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HOUSEHOLD ACCOUNT CREDIT	\$0.00	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<u>\$6,035.00</u>	<u>\$6,035.00</u>	<u>\$2,820.00</u>	<u>\$0.00</u>	<u>\$3,215.00</u>	<u>\$3,215.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Sales Tax

SALES TAX COLLECTED

Revenue By Period - Detail

Start Date: 12/1/2024 12:00 AM

End Date: 1/31/2025 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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CONVENIENCE FEES ASSESSED	\$99.67	CONVENIENCE FEES REFUNDED	\$0.00	NET CONVENIENCE FEES	\$99.67
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Programs

Gross	Net	Cash	Check	CC (Gross)	CC (Net)	DEBITS				CREDITS			
						ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Refunds	Other		

Gross	Net	Cash	Check	CC (Gross)	CC (Net)	DEBITS				CREDITS			
						ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Refunds	Other		

Memberships

Revenue By Period - Detail

Start Date: 12/1/2024 12:00 AM

End Date: 1/31/2025 11:59 PM

Payment Methods: CA, CK, CC, IC, EC, CR

User(s)/Cashier(s): - All -

	Gross	Net	Cash	Check	CC (Gross)	CC (Net)	DEBITS					CREDITS			
							ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other		
Community Center															
\$1,680.00	\$1,680.00	\$1,680.00	\$1,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Security Deposit:															
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Reception Hall															
\$2,040.00	\$2,040.00	\$1,140.00	\$0.00	\$0.00	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Security Deposit:															
\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Room 105															
\$340.00	\$340.00	\$0.00	\$0.00	\$0.00	\$340.00	\$340.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Security Deposit:															
\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Room 106															
\$225.00	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00
Security Deposit:															
\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00

Fire Department



Millersville Fire Department

1246 Louisville Highway
Millersville, TN 37072



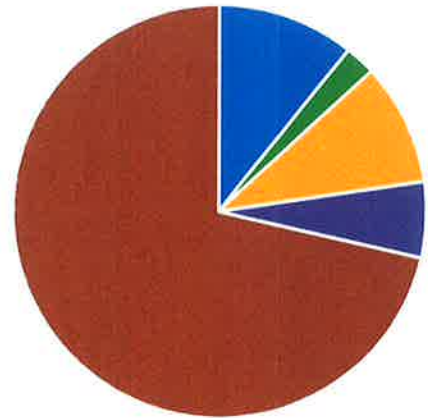
Fire - Incident Types with Monthly Breakdown January 2024

Year to Date Calls: 81

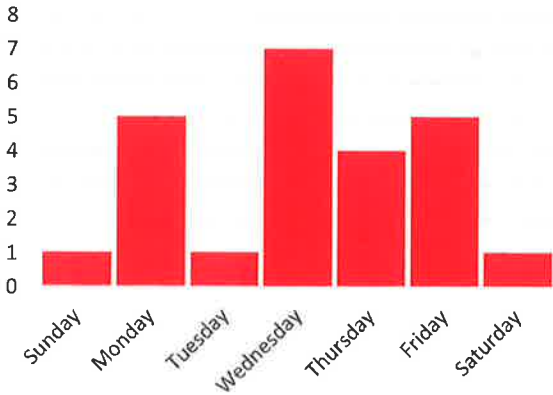
Previous Year to Date: 80

Incident Type Group	Number of Calls
100 - Fire	0
300 - EMS /Crashes	9
400 - HAZMAT	2
500 - Service Call	8
600 - Good Intent	5
700 - False Alarm	0
800 - Natural Disaster	0
Null- No Response	60
Total Calls:	84

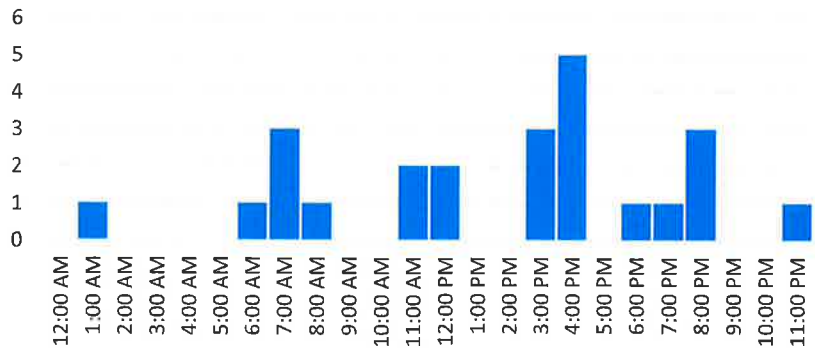
- 100 - Fire
- 300 - EMS /Crashes
- 400 - HAZMAT
- 500 - Service Call
- 600 - Good Intent
- 700 - False Alarm
- 800 - Natural Disaster
- Null- No Response



Calls for service by days of the week.



Calls for service by time of day.



Notes:

- *During Dec. WHCVFD were paged to 33 calls, Goodletsville -4, Shackle Island -1, No one -39
- *A new Fire Chief was hired on Dec. 17th first day in office was Dec. 23rd.
- *Also 5 new Firefighters were on boarded, with 3 more in the screening process now.
- *Medical calls should be turned back over to Millersville any min.
- *We will also be terminating the auto response of the surrounding Fire Depts and returning to a "as needed" response.

Filter statement

Filters

Alarm Date Range 12/1/24 to 12/31/24

Is Locked true

Is Active true

Fire Index - Incident Type

This measure comes from the ESO Fire Index. See national performance at: <https://www.eso.com/resources/fire-index/>

Count of Total Incidents & Exposures

Count of Incidents

24

Count of Exposures 24

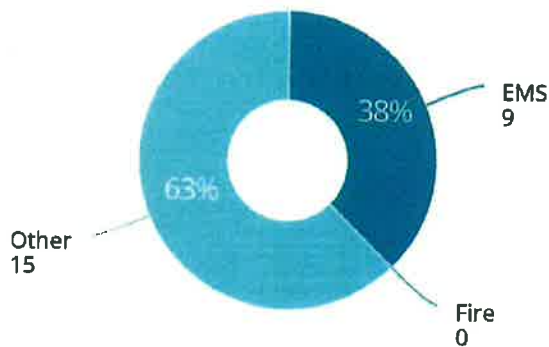
Aid Given/Received

Aid Given

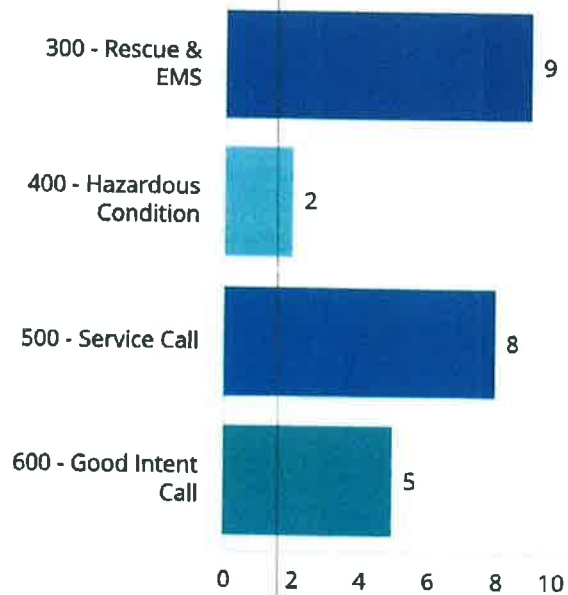
0

Aid Received 24

EMS/Fire Incident Breakdown



Count of Incidents by Incident Type



2024 Fire Index - Incident Types (Print, 2025-11-21 10:35 AM, Fire Incidents)

Filter statement

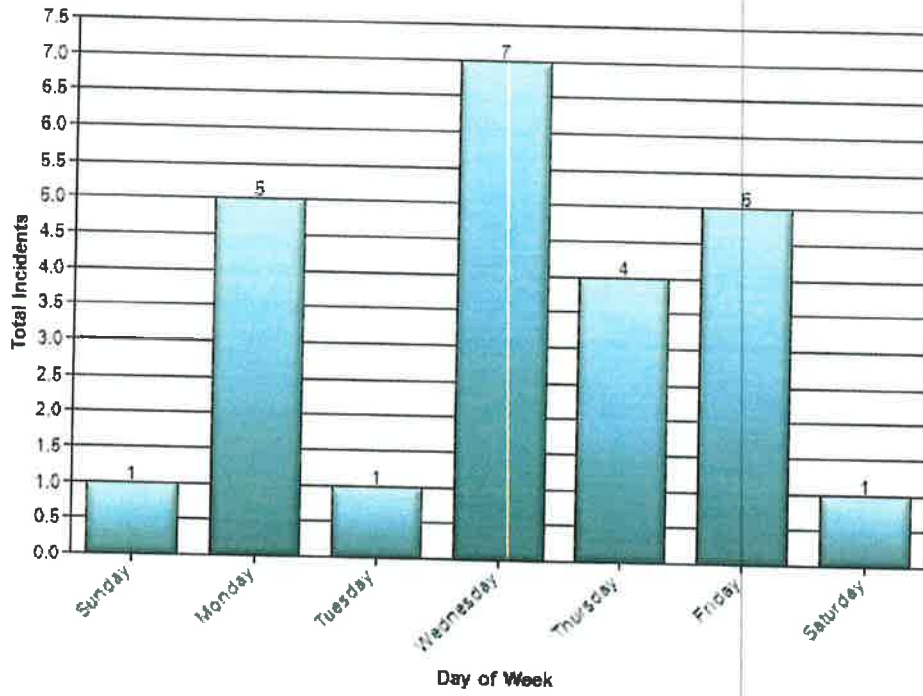
Filters **Alarm Date Range** 12/1/24 to 12/31/24 **Is Locked** true **Is Active** true

Incident Details

Incident Number	Time in Alarm DateTime	Incident Type Group	Incident Type Code
F-24-000339	12/05/2024 09:34:14	500 - Service Call	551
F-24-000340	12/05/2024 20:23:29	400 - Hazardous Condition	422
F-24-000341	12/06/2024 01:57:55	500 - Service Call	550
F-24-000342	12/09/2024 07:21:24	400 - Hazardous Condition	440
F-24-000343	12/09/2024 15:23:20	500 - Service Call	553
F-24-000345	12/11/2024 06:11:46	500 - Service Call	553
F-24-000346	12/11/2024 16:13:07	500 - Service Call	540
F-24-000347	12/13/2024 11:48:25	500 - Service Call	561
F-24-000348	12/15/2024 07:09:56	300 - Rescue & EMS	324
F-24-000349	12/18/2024 16:01:00	600 - Good Intent Call	611
F-24-000350	12/18/2024 19:59:37	300 - Rescue & EMS	322
F-24-000351	12/20/2024 15:58:20	300 - Rescue & EMS	322
F-24-000352	12/20/2024 16:46:58	300 - Rescue & EMS	324
F-24-000353	12/23/2024 07:28:52	500 - Service Call	550
F-24-000354	12/23/2024 20:41:06	300 - Rescue & EMS	322
F-24-000355	12/24/2024 20:05:36	300 - Rescue & EMS	322
F-24-000356	12/25/2024 15:22:34	600 - Good Intent Call	611
F-24-000357	12/25/2024 16:04:50	600 - Good Intent Call	631
F-24-000358	12/25/2024 23:53:36	600 - Good Intent Call	651
F-24-000359	12/26/2024 11:23:22	600 - Good Intent Call	631
F-24-000360	12/26/2024 16:55:16	500 - Service Call	511
F-24-000361	12/27/2024 12:02:47	300 - Rescue & EMS	324
F-24-000363	12/28/2024 18:14:32	300 - Rescue & EMS	324
F-24-000364	12/30/2024 12:13:39	300 - Rescue & EMS	324

Alarm Date between 2024-12-01 and 2024-12-31

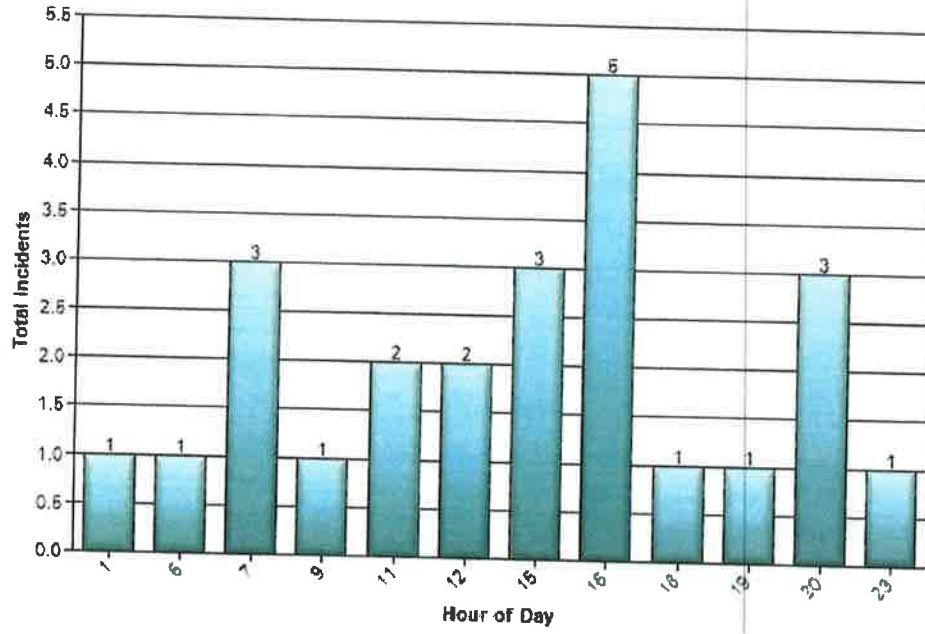
Monthly Breakdown of Incidents



Alarm Date between 2024-12-01

and 2024-12-31

Hourly Breakdown of Incidents



Police Department

Judy Florendo

From: Michelle Bernard
Sent: Friday, January 3, 2025 10:01 AM
To: Bryan Morris; Robert Watson; Don Azbill; Todd Dorris; Michael Candler; Tiffany VanSciver
Cc: City Manager; Candice Sexton; Judy Florendo
Subject: Monthly Stats for December 2024
Attachments: Day of Week Dec 2024.pdf; Problem Type Dec 2024.pdf; Time of Day Call Dec 2024.pdf; Group A Offenses YTD.pdf; Group B Offenses YTD.pdf; Monthly NIBRS Submissions.pdf

Importance: High

Good morning,

Please see the Monthly Stats for December 2024, per the attachments. According to my Case book, this is what we had for the month of December:

- *Accidents reports -19
- *Informational reports - 17
- *Domestic reports – 2
- *DORL/DOSL reports - 2
- *Theft/Fraud reports - 3
- *Runaway/Missing Juvenile reports – 1
- *Voided Case Numbers - 2
- *DUI reports – 2
- *Background Check – 1
- *Citations – 53 (this was per Tess)

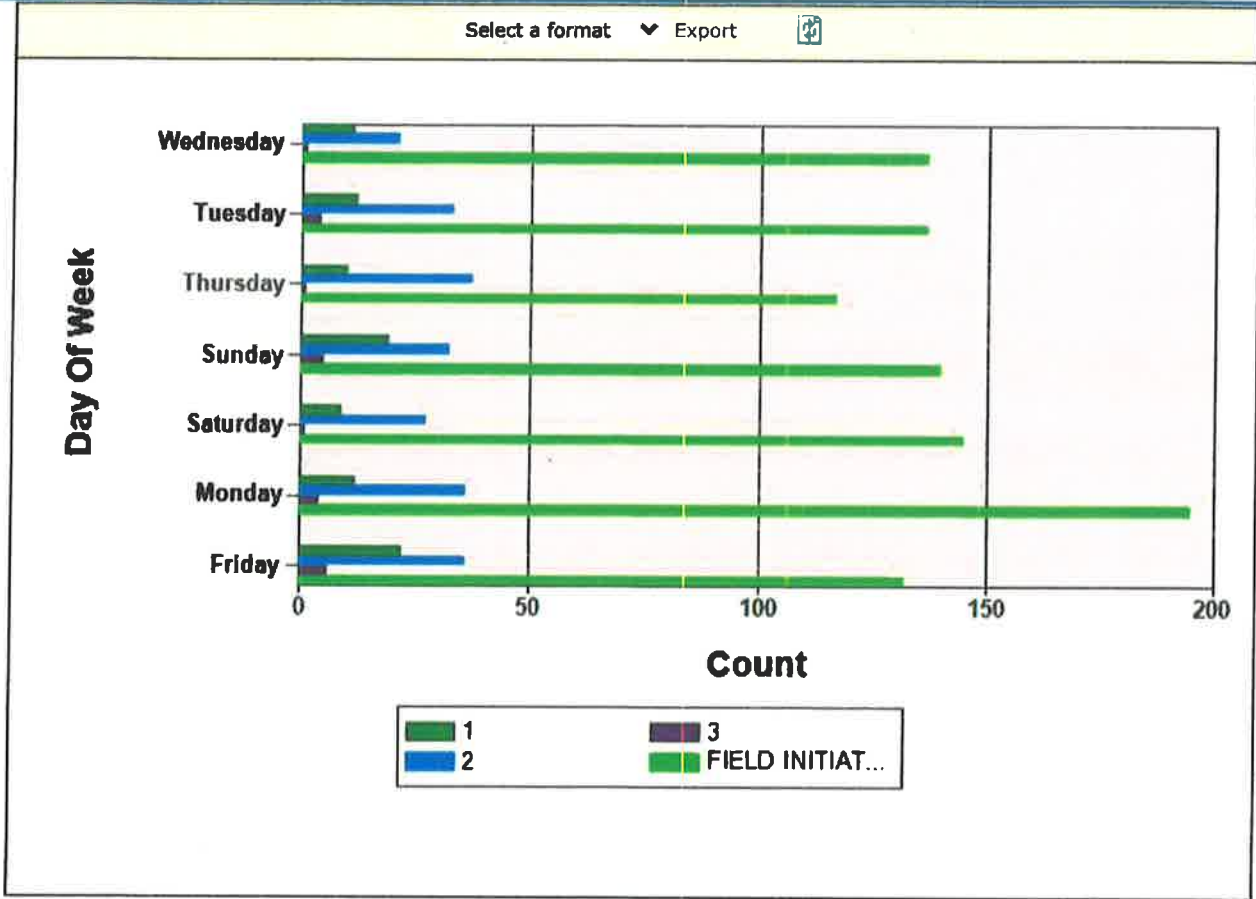
This gave us a total of **55** case numbers pulled for December 2024.

Thanks,
Michelle Bernard
Millersville Police Dept
Records Clerk
1246 Louisville Hwy
Millersville, TN 37072
Phone: 615-859-2758
Fax: 615-859-2750

Day Of Week Call Volume Summary

9:03 AM 1/3/2025
Data Source: Data Warehouse

Agency: Law
 Division: MILLERSVILLE PD
 Day Range: Date From 12/1/2024 To 12/31/2024
 Day of Week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday
 Exclusion: None



Priority	Description
1	1
2	2
3	3
4	FIELD INITIATED
99	SCHOOL LOCKDOWN

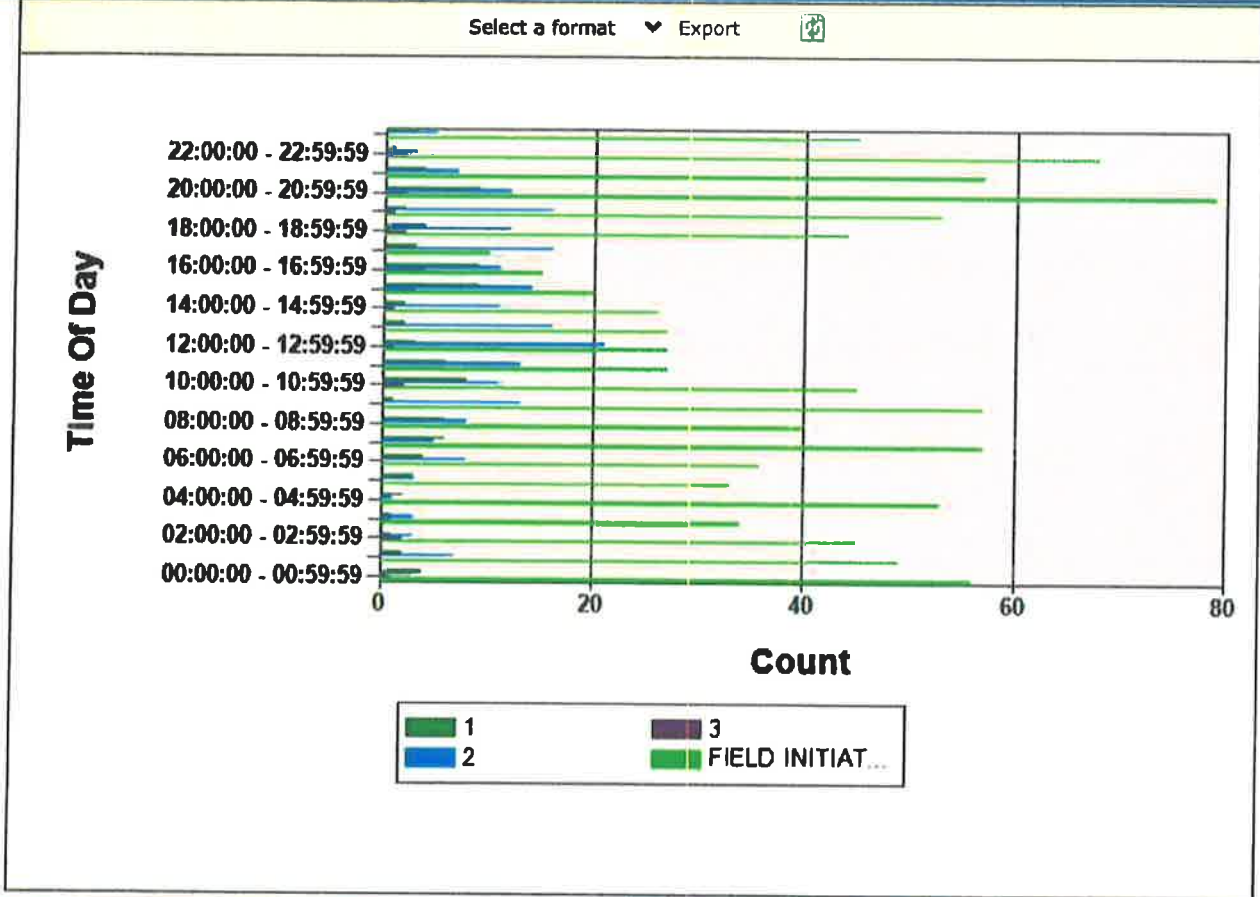
Day of Week	Priority					Total
	1	2	3	4	99	
Sunday	19	32	5	140	0	196
Monday	12	36	4	195	0	247
Tuesday	12	33	4	137	0	186
Wednesday	11	21	1	137	0	170
Thursday	10	37	1	117	0	165
Friday	22	36	6	132	0	196
Saturday	9	27	1	145	0	182
Total	95	222	22	1003	0	1342

Time of Day Call Volume Summary

9:08 AM 1/3/2025

Data Source: Data Warehouse

Agency:	Law
Division:	MILLERSVILLE PD
Day Range:	Date From 12/1/2024 To 12/31/2024
Time of Day:	00:00:00 - 00:59:59, 01:00:00 - 01:59:59, 02:00:00 - 02:59:59, 03:00:00 - 03:59:59, 04:00:00 - 04:59:59, 05:00:00 - 05:59:59, 06:00:00 - 06:59:59, 07:00:00 - 07:59:59, 08:00:00 - 08:59:59, 09:00:00 - 09:59:59, 10:00:00 - 10:59:59, 11:00:00 - 11:59:59, 12:00:00 - 12:59:59, 13:00:00 - 13:59:59, 14:00:00 - 14:59:59, 15:00:00 - 15:59:59, 16:00:00 - 16:59:59, 17:00:00 - 17:59:59, 18:00:00 - 18:59:59, 19:00:00 - 19:59:59, 20:00:00 - 20:59:59, 21:00:00 - 21:59:59, 22:00:00 - 22:59:59, 23:00:00 - 23:59:59
Exclusion:	None



Priority	Description
1	1
2	2
3	3
4	FIELD INITIATED
99	SCHOOL LOCKDOWN

Time Of Day	Priority					Total
	1	2	3	4	99	
00:00:00 - 00:59:59	4	3	1	56	0	64
01:00:00 - 01:59:59	2	7	0	49	0	58
02:00:00 - 02:59:59	1	3	2	45	0	51
03:00:00 - 03:59:59	1	3	1	34	0	39
04:00:00 - 04:59:59	2	1	0	53	0	56
05:00:00 - 05:59:59	3	3	0	33	0	39
06:00:00 - 06:59:59	4	8	0	36	0	48
07:00:00 - 07:59:59	6	5	0	57	0	68
08:00:00 - 08:59:59	6	8	0	40	0	54
09:00:00 - 09:59:59	1	13	0	57	0	71

10:00:00 - 10:59:59	8	11	2	45	0	66
11:00:00 - 11:59:59	6	13	0	27	0	46
12:00:00 - 12:59:59	3	21	1	27	0	52
13:00:00 - 13:59:59	2	16	0	27	0	45
14:00:00 - 14:59:59	2	11	1	26	0	40
15:00:00 - 15:59:59	9	14	3	20	0	46
16:00:00 - 16:59:59	9	11	4	15	0	39
17:00:00 - 17:59:59	3	16	0	10	0	29
18:00:00 - 18:59:59	4	12	2	44	0	62
19:00:00 - 19:59:59	2	16	1	53	0	72
20:00:00 - 20:59:59	9	12	2	79	0	102
21:00:00 - 21:59:59	4	7	0	57	0	68
22:00:00 - 22:59:59	1	3	2	68	0	74
23:00:00 - 23:59:59	3	5	0	45	0	53
Total	95	222	22	1003	0	1342

Group B Arrests - YTD Annual Comparisons

Current date: 1/3/2025 9:12:51 AM (Central Standard Time)

Measures: Number of Arrestees

Jurisdiction by Geography: Millersville Police Department

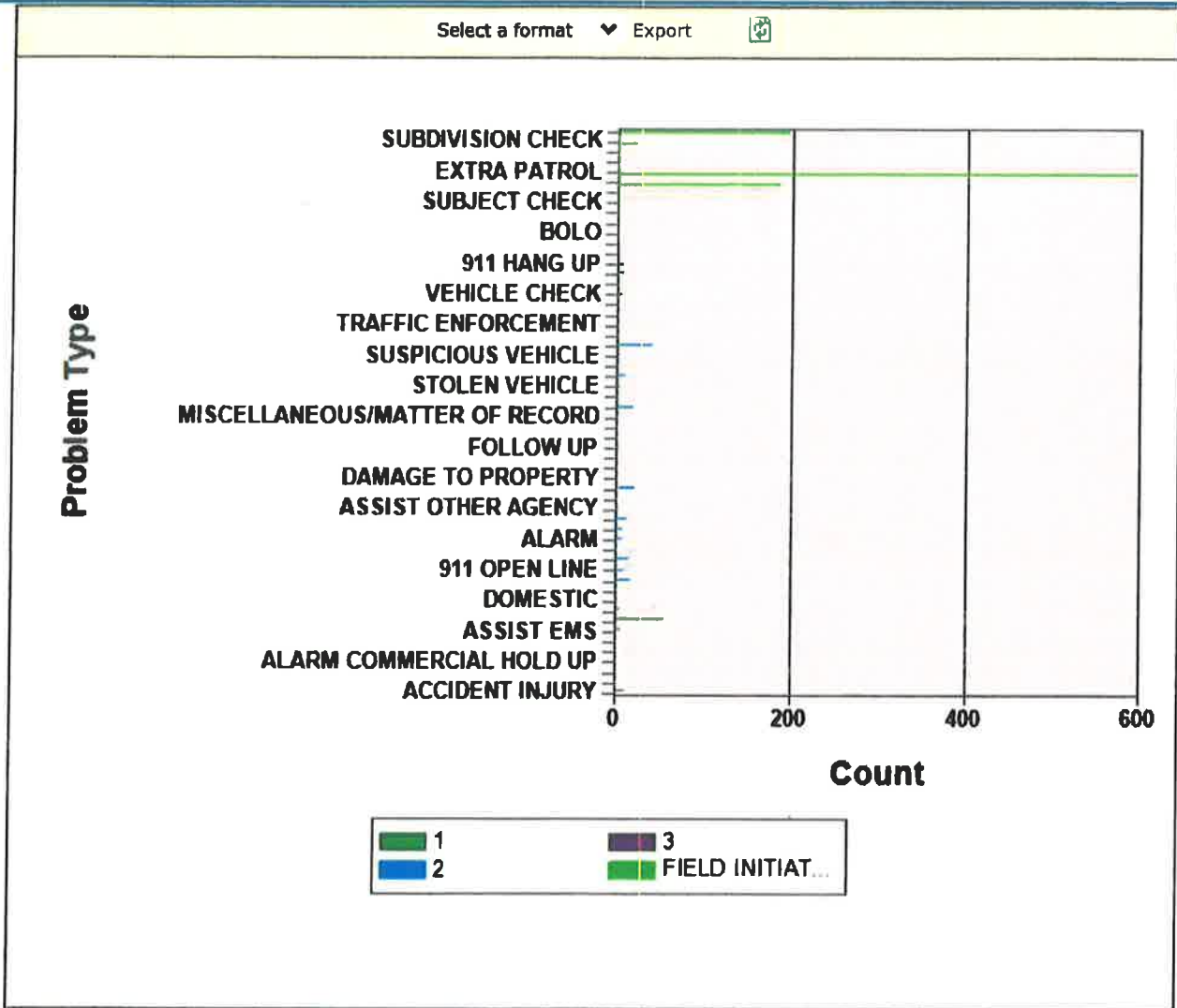
Arrest Date	2024	Dec 2024	Jan 2025 YTD	Jan 2024 YTD	Jan 2024 YTD - Jan 2025 YTD Growth %
Offense Type					
Group B Offenses	45			6	-100.00
Bad Checks					
Curfew/Vagrancy					
Disorderly Conduct	2				
DUI	24			5	-100.00
Drunkenness	3				
Family-Non Violent	1				
Liquor Law Violations	2				
Peeping Tom					
Runaway					
Trespass					
90Z: All Other Offenses	13			1	-100.00

Problem Type Summary

9:05 AM 1/3/2025

Data Source: Data Warehouse

Agency: Law
 Division: MILLERSVILLE PD
 Day Range: Date From 12/1/2024 To 12/31/2024
 Exclusion: None



Priority	Description
1	1
2	2
3	3
4	FIELD INITIATED
99	SCHOOL LOCKDOWN

Problem Type	Priority					Total
	1	2	3	4	99	
911 HANG UP	0	0	8	0	0	8
911 MISDIAL	0	18	0	0	0	18
911 MISDIRECT	0	0	2	0	0	2
911 OPEN LINE	0	10	0	0	0	10
ABANDONED VEHICLE	0	0	3	0	0	3
ABUSE INVESTIGATION	0	0	0	0	0	0
ACCIDENT INJURY	12	0	0	0	0	12
ACCIDENT INJURY HIT/RUN	1	0	0	0	0	1

ACCIDENT PROPERTY	0	16	0	0	0	16
ACCIDENT PROPERTY HIT/RUN	0	3	0	0	0	3
ACCIDENT SERIOUS INCIDENT	1	0	0	0	0	1
ACTIVE SHOOTER	0	0	0	0	0	0
ADMINISTRATIVE INVESTIGATION	0	0	0	0	0	0
AIRCRAFT EMERGENCY	0	0	0	0	0	0
ALARM	0	8	0	0	0	8
ALARM COMMERCIAL HOLD UP	1	0	0	0	0	1
ALARM RESIDENTIAL PANIC	1	0	0	0	0	1
ALARM SCHOOL LOCKDOWN	0	0	0	0	0	0
ALARM TEST	0	0	0	0	0	0
ANIMAL CALL	0	8	0	0	0	8
APARTMENT CHECK	0	0	0	0	0	0
ARMED SUBJECT	0	0	0	0	0	0
ARSON	0	0	0	0	0	0
ASSAULT	3	0	0	0	0	3
ASSIST CITIZEN	0	14	0	0	0	14
ASSIST EMS	8	0	0	0	0	8
ASSIST FIRE	56	0	0	0	0	56
ASSIST OTHER AGENCY	0	4	0	0	0	4
ATTEMPT TO LOCATE	0	2	0	0	0	2
BARRICADED SUBJECT	0	0	0	0	0	0
BLUE TEAM REPORT	0	0	0	0	0	0
BOLO	0	0	2	0	0	2
BOMB THREAT	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0
BUSINESS CHECK	0	0	0	185	0	185
CAR SEAT CHECK	0	0	0	0	0	0
CHECKPOINT	0	0	0	0	0	0
CITY CALL OUT	0	21	0	0	0	21
CIVIL MATTER	0	0	2	0	0	2
CODE 99 - OFFICER NEEDS ASSIST	0	0	0	0	0	0
CODES	0	0	0	0	0	0
DAMAGE TO PROPERTY	0	2	0	0	0	2
DEATH INVESTIGATION	0	1	0	0	0	1
DELIVER MESSAGE	0	0	0	0	0	0
DISORDERLY CONDUCT	0	0	0	0	0	0
DISTURBANCE	6	0	0	0	0	6
DOMESTIC	4	0	0	0	0	4
DRILL	0	0	0	0	0	0
DRIVING UNDER THE INFLUENCE	0	1	0	0	0	1
DRUG INVESTIGATION	0	0	0	0	0	0
ESCORT	0	0	0	0	0	0
EVADING	0	0	0	0	0	0
EXPARTE SERVICE	0	0	0	0	0	0
EXTRA PATROL	0	0	0	597	0	597
FIELD INTERVIEW	0	0	0	0	0	0
FIGHT	0	0	0	0	0	0
FIREARM DENIAL	0	0	0	0	0	0
FIREWORKS	0	0	0	0	0	0
FOLLOW UP	0	4	0	0	0	4
FORGERY	0	0	0	0	0	0
FRAUD	0	0	0	0	0	0
HANGING	0	0	0	0	0	0
HARASSMENT	0	1	0	0	0	1
HOSTAGE SITUATION	0	0	0	0	0	0
HOTEL CHECK	0	0	0	0	0	0
ILLEGAL DUMPING	0	0	0	0	0	0
INDECENT EXPOSURE	0	0	0	0	0	0
INMATE ESCAPE	0	0	0	0	0	0
INMATE TRANSPORT	0	0	0	0	0	0
INVESTIGATION	0	2	0	0	0	2
JUVENILE	0	0	0	0	0	0
JUVENILE TRANSPORT	0	0	0	0	0	0
KIDNAPPING	0	0	0	0	0	0
KNOCK AND TALK	0	0	0	0	0	0

LAKE CHECK	0	0	0	0	0	0
LOCKOUT	0	0	0	0	0	0
LOCKOUT URGENT	0	0	0	0	0	0
LOST/FOUND PROPERTY	0	0	0	0	0	0
LPR HIT	0	0	0	0	0	0
MENTAL TRANSPORT	0	0	0	0	0	0
MISCELLANEOUS/MATTER OF RECORD	0	3	0	0	0	3
MISSING ADULT	0	0	0	0	0	0
MISSING JUVENILE	2	0	0	0	0	2
NOISE COMPLAINT/DISTURBANCE	0	0	0	0	0	0
OPEN DOOR	0	0	0	0	0	0
OVERDOSE	0	0	0	0	0	0
PARK CHECK	0	0	0	0	0	0
PARKING COMPLAINT	0	0	0	0	0	0
PHONE MESSAGE	0	0	0	0	0	0
PRIVATE PROPERTY TOW	0	0	0	0	0	0
PROSTITUTION	0	0	0	0	0	0
PROWLER	0	0	0	0	0	0
PUBLIC INTOXICATION	0	0	0	0	0	0
RADIO COMMUNICATION	0	0	0	0	0	0
RECKLESS DRIVER	0	19	0	0	0	19
REFERRAL	0	0	0	0	0	0
REPOSSESSION	0	0	0	0	0	0
RIOT	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0
RUNAWAY	0	0	0	0	0	0
SCAM	0	0	2	0	0	2
SCHOOL CHECK	0	0	0	0	0	0
SCHOOL ZONE	0	0	0	0	0	0
SEX OFFENDER REG/VIOLETION	0	0	0	0	0	0
SEXUAL ASSAULT	0	0	0	0	0	0
SHOOTING	0	0	0	0	0	0
SHOPLIFTING	0	0	0	0	0	0
SHOTS FIRED OR HEARD	0	2	0	0	0	2
SOLICITOR	0	0	0	0	0	0
SPECIAL ASSIGNMENT	0	0	0	1	0	1
SPECIAL ASSIGNMENT COMMUNITY	0	0	0	1	0	1
STABBING	0	0	0	0	0	0
STALKING	0	0	0	0	0	0
STOLEN VEHICLE	0	4	0	0	0	4
SUBDIVISION CHECK	0	0	0	22	0	22
SUBJECT CHECK	0	0	2	0	0	2
SUICIDAL SUBJECT	0	0	0	0	0	0
SUSPICIOUS INCIDENT	0	11	0	0	0	11
SUSPICIOUS PERSON	0	2	0	0	0	2
SUSPICIOUS VEHICLE	0	4	0	0	0	4
TALK TO OFFICER	0	40	0	0	0	40
TEST CALL	0	0	0	0	0	0
TEST CALL ALL AGENCIES	0	0	0	0	0	0
THEFT	0	0	0	0	0	0
THREATS	0	1	0	0	0	1
TRAFFIC COMPLAINT	0	0	1	0	0	1
TRAFFIC ENFORCEMENT	0	1	0	0	0	1
TRAFFIC HAZARD	0	3	0	0	0	3
TRAFFIC STOP	0	0	0	197	0	197
TRAIN DERAILMENT	0	0	0	0	0	0
TRESPASS	0	1	0	0	0	1
TROUBLE AT HEADQUARTERS	0	0	0	0	0	0
UNAUTHORIZED USE OF VEHICLE	0	0	0	0	0	0
UNKNOWN SITUATION	0	0	0	0	0	0
VANDALISM	0	0	0	0	0	0
VEHICLE BURGLARY	0	0	0	0	0	0
VEHICLE CHECK	0	6	0	0	0	6
VIOLETION CORRECTION VERIFY	0	0	0	0	0	0
VIOLETION ORDER OF PROTECTION	0	0	0	0	0	0
WARRANT CIVIL	0	0	0	0	0	0

WARRANT CRIMINAL	0	1	0	0	0	1
WEATHER RELATED ISSUES	0	0	0	0	0	0
WELFARE CHECK	0	9	0	0	0	9
ZZZGAS DRIVE OFF	0	0	0	0	0	0
Total	95	222	22	1003	0	1342

Go Back

Close

Group A Offenses - YTD Annual Comparisons

Current date: 1/3/2025 9:11:24 AM (Central Standard Time)

Measures: Number of Crimes

Jurisdiction by Geography: Millersville Police Department

Incident Date	Dec 2024 YTD	Dec 2023 YTD	Dec 2023 YTD - Dec 2024 YTD Growth %
Offense Type			
All Offense Types	166	245	-32.24
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Negligent Vehicular Manslaughter			
Kidnapping/Abduction			
Forcible Rape	1	3	-66.67
Forcible Sodomy			
Sexual Assault W/Object			
Forcible Fondling	1	3	-66.67
Incest			
Statutory Rape			
Aggravated Assault	14	13	7.69
Simple Assault	28	49	-42.86
Intimidation	3	3	0.00
Stalking	2		
Commercial Sex Acts			
Involuntary Servitude			
Arson			
Bribery			
Burglary	1	5	-80.00
Counterfeiting/Forgery	2	6	-66.67
Destruction/Damage/Vandalism	13	11	18.18
Embezzlement			
Extortion/Blackmail	1	1	0.00
Fraud - False Pretenses	3	5	-40.00
Fraud - Credit Card/ATM	4	6	-33.33
Fraud - Impersonation	1	6	-83.33
Fraud - Welfare			
Fraud - Wire			
Fraud - Identity Theft			
Fraud - Computer Hacking/Invasion			
Robbery			
Theft - Pocket-picking			
Theft - Purse Snatching			
Theft - Shoplifting		3	-100.00
Theft From Building	3	3	0.00
Theft From Coin Machine			
Theft From Motor Vehicle	2	6	-66.67
Theft of Motor Vehicle Parts		1	-100.00

Group A Offenses - YTD Annual Comparisons

Current date: 1/3/2025 9:11:24 AM (Central Standard Time)

Measures: Number of Crimes

Jurisdiction by Geography: Millersville Police Department

Incident Date	Dec 2024 YTD	Dec 2023 YTD	Dec 2023 YTD - Dec 2024 YTD Growth %
Offense Type			
Theft - All Other Larceny	18	10	80.00
Motor Vehicle Theft	5	3	66.67
Stolen Property Offenses			
Animal Cruelty			
Drug/Narcotic Violations	35	61	-42.62
Drug/Narcotic Equipment Violations	24	39	-38.46
Gambling - Betting/Wagering			
Gambling - Operating/Promoting			
Gambling - Equipment Violations			
Gambling - Sports Tampering			

Millersville Police Department (TN0830600) - Monthly NIBRS Submissions - 2024

Month	Number of Incidents	Number of Arrests	Number of Recovered Properties	Number of Exceptionally Cleared Incidents	Zero Report
January	12	13	0	0	X
February	5	8	0	0	X
March	8	6	0	0	X
April	10	8	0	1	X
May	14	6	0	0	X
June	9	7	1	1	X
July	17	10	0	0	X
August	15	15	1	0	X
September	17	14	0	0	X
October	15	17	0	0	X
November	11	9	0	0	X
December	4	4	0	0	X

Public Works Department

Sewer Maintenance & Repair

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal driven task:

This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year, public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities.

Line Marking	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-24	Apr-25	May-25	June-25	YTD-24-25
Tennessee 811	360	20	25	20	24	20	20-Jan							129

Alarm Response Goal:

Our goal is to reduce the number of responses through an ongoing, proactive maintenance program at the major lift stations. However, there are uncontrollable factors that create an alarm condition; such as high water levels due to large rain events, loss, power outages and/or loss of phase.

Lift Station Location	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Bethel Road				10		4	1							15
Marie Ann														
Quailwood														
Williamson Road	8													
Denson Lane Odor Control														
Denson Lane Nitra-Nox Gallons	8,760	730	730	730	730	730	730							4,380
Williamson Road Sul-Fight														
Gallons														

System Repairs Goal:

The goal is to minimize failures with the major lift stations and the mainline gravity, low and high pressure force mains. We've been training key personnel over the last two (2) years on the proper operation and maintenance of the major lift stations. This program has been very successful in reducing the number of station failures. Some of our lift stations are either at or near their useful life. Therefore, we will continue to encounter equipment failures until the stations are replaced.

The mainline and service line repairs are mitigated in large part by the 811 line marking program. However, we do encounter residents or contractors that dig without notifying the 811 call center. Therefore, we have to make repairs and if the line break was due to negligence, I will send the responsible party a repair bill. In some cases, the breaks are due to weather and age.

Repairs	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Major Lift Stations	4	1				1	1							3
Mainline	7			2			1							3
Service Line	4		1		2									3

Work Order Maintenance Response Goal:

The primary goal of the wastewater department is to provide fast, efficient and effective service to the City's approximately 2,000 utility customers. Dispatched and managed through our computer based work order system, staff responds to sewer related calls on a 24/7 basis. Our secondary goal is to manage the over 500+ mini-lift stations (grinder pumps) in our system using a proactive, programmatic approach. This is done by periodic scheduled maintenance. Additionally, the system has not been completely changed out from the prior two (2) generations of pumps. Thus, we have a large number of "change-outs" (C/O) as listed below.

Some of these change-outs can also be attributed to customer negligence (throwing foreign materials down the toilet). When abuse is the contributing factor, I will charge the cost of the pumps, panels and service costs to the customer.

Work Orders	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	YTD-24-25
Grinder Tank PM Program														0
2000 to Extreme C/O							2							2
2000 to 2000 C/O														0
Barnes to E-One							3							3
Extreme to Extreme C/O						1								1
E-one to Barnes	40													
Myers to Myers C/O	62	4		6	4	4	2							20
Barnes to Barnes C/O	0		3	1										4
Barnes to Myers C/O	1		1											1
Hydromantic to Myers C/O	2													
Discharge Assembly	16	2	3	2	1	1	4							13
Pumps Purchased	105	30	14		40									14
Total Pumps Replaced	96	4	4	7	4	5	7							31
Total Pumps On Hand	4	34												34
Low Pressure Service Requests	5		1			1								2
Gravity Service Requests	0													
Inspection for New Service	50	2	6	5		1								14
Final Inspection for New Service	45	2	6	11	3									21
Sewer Service Calls	528	52	50	71	40	35	38							286
After Hour Sewer Calls	154	7	10	5	9	4	7							43
Odor Complaints	4		1											1

Major Lift Stations Repairs:

Lift Station repairs were as follows:
 11/17/23 Williamson Rd. pump
 station replaced pump

Staffing: The public works department has 6 full time employees.

PUBLIC WORKS
STREET/FACILITY MAINTENANCE/DRAINAGE (Stormwater)

Total Hours Worked	FY-23-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	June-25	YTD-24-25
Street														0
Sewer														0
Facility Maintenance Total	46													
Community Center / Parks	404													
City Hall	10													
Station 2	4													
Fleet Maintenance	71					6								6
Meeting/Training	6													
Leave	346	36	24	50	28	40	112							290
Holiday	384	32		32	32	64	64							224
Overtime	207	14	20	10	18	8	14							84
Administrative														
Drainage Work (feet)	60		100											100
Drainage Complaints	2													
Drainage Man Hours	59		10											10
Debris Removed Load	20.21		2											2
Good House Keeping (PW)	31													
Sweeping Man Hours	2													
Codes Abatement	2		1	1										2
Codes Abatement Dollar Amount	\$0.00		1,986	699										2,685
Mowing Hours		214												
Curb Repair														
Shoulder Linear Foot														
Shoulder Hours														
Pothole Hours	173		24				12							36
R-O-W Hours	126	157	70											227
Sign/Repaired	17													
Sign Work Hours														
Salt Hours	302													
Salt Tons	35													
Water Disconnect/Reconnect	459	104	120	80	114		112							530
Assist Fire Dept.														
Assist Police Dept.	4													
City Event Banners/ City Sign	6				3									3

Sign Replacement:

Staff continues to go through the City and replace all of the missing signs. We have a high incidence of sign theft in the City. I had the crews start using anti-theft hardware, but now the vandals are bending the signs until they break way.

Public Works Special Projects:

The goal is to be reactive to special requests that are made from time to time wither from the City Administrator or other departments.

Road Work Program:

The goal for this program is to maintain the City's right-of ways and drive lanes so they are free from hazards.

1. Curb - repair concrete curbs
2. Shoulder - maintain shoulders with rock
3. Potholes - repair asphalt such as base failures and pothole patching
4. Potholes - man hours associated with potholes/asphalt work
5. Mowing - medians, right-of-ways and City owned properties
6. R-O-W - tree trimming and roadside vegetative management (weed spraying)
7. Signs - repair, replace and/or install signs within the City limits
8. Salt - winter weather road clearing and salting



Codes Enforcement Department & Stormwater Department

1246 Louisville Hwy, Millersville, Tennessee 37072
(615) 878-2242

DATE: December 2024

TO: Bryan Morris, City Manager/Police Chief; Commissioners

FROM: Sarah Left, Planning and Codes Director

SUBJECT: Monthly Report for Commission

Department Updates:

Codes Enforcement & Stormwater Cases

Open	Closed	Unfounded
16	10	1

Codes Enforcement:

- Sumner Co and Robertson Co cases on hold. 1 ongoing case in City Court

Stormwater

- Department has continued working with Enviro Science; which should be here at the work session this month for a more in-depth progress check in. Annual report was submitted to TDEC
- Enviro Science is going to be in town next week doing field work such as inspecting the grinder pumps in the City, due to the time constraint of getting mail out, especially to over 1500 people, I am including the letter in my report. This is to inform the residents we will out in the City doing inspections which may include being on a portion of residents property. The letter details what is being inspected, the time frames, and why the inspections are needed



City of Millersville

1246 Louisville Highway
Millersville, TN 37072-3613
Phone: (615) 859-0880
Fax: (615) 851-1825

January 2, 2025

Re: Citywide Sanitary Sewer Inspections

City of Millersville, TN

Dear Property Owner:

The City of Millersville will be inspecting the public sanitary sewer system in support of the City's Asset Management Plan. The inspections are scheduled to start January 7th, 2024, and will last about two months. Our engineers and consultant, EnviroScience, located in Brentwood, TN, may need to enter a portion of your property to perform the inspections. The work may include inspecting grinder pumps, septic tanks, manholes, and sanitary sewer outfalls. If you, the owner, do not live or conduct business at this site, please inform the tenants of our planned work.

The consultant has been given strict instructions concerning the preservation of private property. Every effort will be made to minimize disturbance to all properties. In addition to the mailing of this letter of notification, the consultants will carry a copy of this letter. If at any time you feel that the consultants have not given the proper attention to your property, or if there are any hazards associated with your property or the immediate area that could cause harm, please contact the Project Manager, Kevin Wienhold, PE, at (336) 999-4767.

The consultants will not be able to provide any specific information or answers to your questions concerning this project. They will simply be collecting information in support of asset planning.

Additional information regarding the City's Stormwater Management Department can be found at

<https://www.cityofmillersville.com/department/index.php?structureid=24>.

We appreciate your cooperation and assistance so that this necessary project can be completed at the earliest possible date.

If you have project concerns or would like additional information on the details of this project, please contact the City by phone at (615) 859-0880 or via e-mail at stormwater@cityofmillersville.com.

Respectfully,

Sarah Left

Planning and Codes Director

Cc: Bryan Morris, Interim City Manager

Jerry Schrader, Public Works Director

Kevin James Wienhold, PE - EnviroScience, Inc.