

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

November 16, 2023

Present: Mayor H. Michael Brown
Vice Mayor Wiggins, Aldermen Frank Cates, Jeff Fisher, Debra Hummel & Alderman Sutton

Prayer and Pledge of Allegiance to the American Flag

1. **Call to order by Mayor Brown**
2. **Prayer & Pledge of Allegiance to the American Flag**
3. **Establish Quorum**

All were present

4. Approval of Agenda

Town Manager Ellis asked that Resolution 23-106 be added to the agenda.

Vice Mayor Wiggins made a motion to approve the agenda as amended. Alderman Hummel seconded the motion. All were in favor, none opposed.

5. Reading and Correction/Approval of Minutes of Regular Board

(A) October 19, 2023 – Beer Board Meeting Minutes

Alderman Sutton made a motion to approve the October 19, 2023 Beer Board Meeting Minutes with a correction to the number voting in favor to “Three (3)”. Alderman Hummel seconded the motion. Four (4) were in favor and one abstention. Vice Mayor Wiggins abstained due to his absences of the 10/19/23. meeting. The motion passed.

(B) October 19, 2023 – Regular Board Meeting Minutes

Alderman Cates made a motion to approve the October 19, 2023 Regular Meeting Minutes. Alderman Fisher seconded the motion. Four (4) in favor and one abstention. Vice Mayor Wiggins abstained due to his absences of the 10/19/23. meeting. The motion passed.

Special Guest Ron Grant

Representative Gant applauded the town’s leadership in stepping up to the task of the water and sewer situation and moving the project forward. He stated that many West Tennessee municipalities are struggling with growth and infrastructure issues; and the Blue Oval mega site has caused a proposal of a regional wastewater and water project.

Representative Gant making his presentation brief, asked if anyone had questions. Alderman Cates inquired of the attempt in reinstating the state tax (aka Hall Income Tax) that was repealed a few years ago. Mr. Gant stated legislation is in place to do that and he supports the reinstatement. The legislation could possibly come up in the coming year.

Alderman Sutton asked if it's possible to have the municipal taxes sent directly to the cities and towns, instead of directing them to the counties who deduct fees before distributing them to the municipalities. Mr. Gant stated there may be reason to investigate the current tax process to see if legislation could be drafted on the issue.

In closing the Board extended their appreciation to Mr. Gant.

6. Citizen's Comments

Jim Vlasaty – FC School Board – Referring to the ball field agreement with Fayette County Schools, he recommended to the board to extend the current contract (expiring December 31, 2023) until June 30, 2024 making the contract renewable each fiscal year, tying it to a fiscal process.

John Fin – 100 Acadia Circle – Addressed the board of the wastewater tax increase and the taxpayers taking the brunt of it. He suggested increasing the revenue by bringing in businesses instead of raising taxes.

Alderman Sutton acknowledged Mr. Fin as a frequent speaker in the monthly meetings (Citizen's Comments) asking him what feedback he receives after speaking, from administration. Mr. Fin replied he doesn't get much. Alderman Sutton stated he would like the board to be provided with a monthly report of the actions taken in responding to citizens who present concerns to the board.

Oscar Ethridge 515 Black Ankle Dr – Thanked Harvey and staff for addressing the problems of dust from nearby construction sites which created medical problems for him. He expressed that the developers should take extra precautions in protecting surrounding homeowners.

7. Communications from the Mayor

No Comments

8. Communication from the Aldermen

Alderman Sutton acknowledged Alderman Hummel and Vice Mayor Wiggins in completing their first year in office.

Alderman Cates expressed thanks to all involved in the employee Thanksgiving Luncheon.

Alderman Hummel agreed with Alderman Cates, the luncheon was much appreciated. Also, in recognizing Alderman Sutton's comment, she expressed the enjoyment she's experienced in the past year in serving on the board.

Vice Mayor Wiggins pointed out the importance of the municipalities and county working together at this time when growth is taking place. He commented that the town has an "all-star" team on staff. He also asked that Kerry Canankamp, in Parks & Rec, be remembered for the recent loss of her father.

10. Department Head Reports

Alderman Fisher asked Finance Director Hodges, to elaborate on the timekeeping demo mentioned in her report. She explained that currently timesheets are prepared manually by the employees, and it would be beneficial to move to an electronic time system, where the employees use a computer or cell phone to record their time. Those working in the field would clock in using their cell phone, which a GPS parameter will be required to be setup.

Ms. Hodges introduced a summarized monthly financial report for the Board. She also reported the auditors expect to have the audit completed around Dec 31st deadline.

Alderman Cates asked Parks and Rec Director Weston, why is the Christmas Parade is being called a Holiday Parade and questioned the time changed to 4pm? Mr. Weston stated the message board has limited number of characters and Christmas would not fit. Town Manager Ellis explained Holiday Parade was used last year and it was a joint decision to use it again. It was the consensus of the Board to change it to Christmas Parade. Mr. Weston stated he was not aware the time (5pm) had been voted in the past. Alderman Cates inquired if a back-up date had been designated and permission for road closure had been filed with the state. Mr. Weston replied, the back-up date would be the following weekend and because TDOT was prompt in issuing the initial closure request, it would not be a problem obtaining a second permit if needed.

Vice Mayor Wiggins asked Fire Chief Walls what is the department's response time on calls made inside Oakland? Chief Walls stated the response time in the general area of Oakland is 3 minutes.

Alderman Sutton asked Water Director Armstrong of a means to meter water and better monitor our hydrants being used by the builders, while they are working in the town. Attorney Minor added there is a state statute, but it does not address the criminality.

Alderman Hummel requested that "Water Loss" is included on monthly water reports going forward.

11. Town Manager Report

Mr. Ellis expressed his thanks to the board for affording him the opportunity to serve as Oakland's Town Manager and the staff for their support.

12. Old Business

A. Ordinance 23-18 Raising the (Sealed) Bid amount from \$10,000 to \$25,000

Mayor Brown called for a public hearing. Oscar Ethridge stood asking for an explanation of Ordinance 23-18. Mayor Brown closed the public hearing requesting a motion to hear.

Alderman Fisher made a motion to hear the 2nd and Final Reading of Ordinance 23-18.

Vice Mayor Wiggins made a motion to approve the 2nd and Final Reading of Ordinance 23-18. Alderman Fisher seconded the motion. All in favor, none opposed. Ordinance 23-18 passed.

B. Ordinance 23-19 – Firework Amendment - Application Fee, Background Checks & Time Limit Related to Structure Setup and Takedown

Mayor Brown called for a public hearing. No one spoke. Mayor Brown closed the public hearing requesting a motion to hear.

Vice Mayor Wiggins made a motion to hear the 2nd and Final Reading of Ordinance 23-19.

Vice Mayor Wiggins made a motion to approve the 2nd and Final Reading of Ordinance 23-19. Alderman Sutton seconded the motion. All in favor, none opposed. Ordinance 23-19 passed.

C. Ordinance 23-21 – Amend Adopted FY2024 Annual Operating & Capital Budget

****NOTE**** - A Public Hearing was held October 19, 2023 during the 1st Reading of Ordinance 23-21.

Vice Mayor Wiggins made a motion to hear the 2nd and Final Reading of Ordinance 23-21.

Vice Mayor Wiggins made a motion to approve the 2nd and Final Reading of Ordinance 23-21. Alderman Sutton seconded the motion. All in favor, none opposed. Ordinance 23-21 passed.

D. Ordinance 23-22 – Zoning of Village of Cypress Creek

****NOTE**** - A Public Hearing was held October 19, 2023 during the 1st Reading of Ordinance 23-22.

Vice Mayor Wiggins made a motion to hear the 2nd and Final Reading of Ordinance 23-22.

Vice Mayor Wiggins made a motion to approve the 2nd and Final Reading of Ordinance 23-22. Alderman Fisher seconded the motion. All in favor, none opposed. Ordinance 23-22 passed.

13. New Business: Ordinances First Reading

A. Ordinance 23-23 Water and Sewer Rate Increase

Mayor Brown called for a public hearing. Oscar Ethridge approached the Board, concerned of the impact this would have on families. Jim Vlasaty reiterated his understanding as; the increase is necessary for funding for the debt incurred by the town for the Wastewater project. However, expressed his issue was the “top-out” for those who have swimming pools. Mayor Brown closed the public hearing requesting a motion to hear.

Vice Mayor Wiggins made a motion to hear 1st Reading of Ordinance 23-23.

Vice Mayor Wiggins made a motion to approve the 1st Reading of Ordinance 23-23, with a request for roll-call vote if second is made. Alderman Hummel seconded the motion. Vice Mayor Wiggins withdrew his request for a roll-call vote. Three (3 in favor, two (2) opposed. Alderman Fisher and Alderman Sutton cast the opposing votes. Ordinance 23-23 passed.

B. Ordinance 23-24 Banning Door to Door Solicitation – Amend Municipal Code Title 9, Chapter 1 Related to Peddlers, Solicitors, Transient Vendors and Street Barkers

Mayor Brown called for a public hearing. No one spoke. Mayor Brown closed the public hearing requesting a motion to hear.

Alderman Cates made a motion to hear the 1st Reading of Ordinance 23-24.

Alderman Cates made a motion to approve the 1st Reading of Ordinance 23-24. Alderman Sutton seconded the motion. All in favor, none opposed. Ordinance 23-24 passed.

C. Ordinance 23-25 False Alarm Protocol – Establishing Fees

Mayor Brown called for a public hearing. No one spoke. Mayor Brown closed the public hearing requesting a motion to hear.

Vice Mayor Wiggins made a motion to hear the 1st Reading of Ordinance 23-25.

Vice Mayor Wiggins made a motion to approve the 1st Reading of Ordinance 23-25. Alderman Hummel seconded the motion. All in favor, none opposed. Ordinance 23-25 passed.

14. Consideration of Resolutions

(A) Resolution 23- 101 Authorizing Engineer for 2023 Water SCADA Upgrade

Vice Mayor Wiggins made a motion to hear Resolution 23-101.

A motion was made by Vice Mayor Wiggins to approve Resolution 23-101. Alderman Sutton seconded the motion. All in favor, none opposed. Resolution 23-101 passed.

(B) Resolution 23- 102 Oakland Activity Center – Amend Rental Fees

Vice Mayor Wiggins made a motion to hear Resolution 23-102

A motion was made by Vice Mayor Wiggins to approve Resolution 23-102. Alderman Hummel seconded the motion. All in favor, none opposed. Resolution 23-102 passed.

(C) Resolution 23-103 Oakland Sports Parks Phase 1 – Acceptance & Final Payment

Vice Mayor Wiggins made a motion to hear Resolution 23-103

Attorney Minor suggested adding this item to the Executive Session scheduled for later this evening.

A motion was made by Alderman Sutton to add this item to the Executive Session. The motion was seconded by Vice Mayor Wiggins. Four (4) in favor, one (1) opposed. The opposing vote was cast by Alderman Fisher. The motion passed.

(D) Resolution 23-104 Urban Growth Boundary Plan

Alderman Sutton made a motion to hear Resolution 23-104

A motion was made by Alderman Cates to table Resolution 23-104 for further clarification. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. Resolution 23-104 passed.

(E) Resolution 23-105 Initial Loan Authorizing Indebtedness Not to Exceed \$7M

Vice Mayor Wiggins made a motion to hear Resolution 23-105.

A motion was made by Alderman Sutton to approve Resolution 23-105. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. Resolution 23-105 passed.

(F) Resolution 23-106 Authorizing Loan Agreement Between Town of Oakland and Public Building Authority of the City of Clarksville TN Not to Exceed \$7M

Vice Mayor Wiggins made a motion to hear Resolution 23-106.

A motion was made by Alderman Sutton to approve Resolution 23-106. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. Resolution 23-106 passed.

15. Other Items of Business

Town Manager Ellis reported that Team Waste legal department is reviewing the agreement with proposed changes; it will be brought to the Board next month. Attorney Minor stated, "there was nothing significant that we are apart on at this point".

(A) Authorizing Renewal of Agreement with Fayette Co. School System

Alderman Sutton made a motion to extend the current contract an additional six (6) months, to June 30, 2024. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. The motion passed.

(B) Amazon Business Account –Based on Needs Determined By Department Directors/Management.

Town Manager notified the Board of his decision authorizing the initiation of an Amazon Business Account.

16. Approval of Invoices

None

17. Enter Executive Session

Vice Mayor Wiggins made a motion to enter an Executive Session. Alderman Fisher seconded the motion. None opposed, the motion passed.

18. Reconvened the regular meeting

Mayor Brown called the regular meeting to order, requesting action of the Board.

A motion was made by Vice Mayor Wiggins to approve Resolution 23-103. Alderman Sutton seconded the motion. Four (4) in favor, one (1) opposed. Alderman Fisher cast the opposing vote. Resolution 23-103 passed.

Alderman Sutton made a motion on the 2nd issue to follow the advice of counsel, allowing Town Manager Ellis to proceed. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. The motion passed.

19. Meeting Adjourned

A motion was made by Alderman Cates to adjourn the meeting.

Date: November 16, 2023



H. Michael Brown, Mayor



K. Yvonne Bullard, City Recorder