

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

February 19, 2026

Present: Mayor Adrain Wiggins
Vice Mayor Cates
Aldermen Austin, Bailey, Campbell and LaBudde

Prayer and Pledge of Allegiance to the American Flag

1. Call to order by Mayor Wiggins

2. Establish Quorum

All present

3. Prayer & Pledge of Allegiance to the American Flag

4. Approval of Agenda

Vice Mayor Cates requested the following change to the agenda:

1. Add Item: December 18, 2026 Regular Meeting Minutes, under V Reading and Correction/Approval of Minutes

Town Manager Ellis requested the following change:

1. Remove Item B: Ordinance 26-03 Billing Procedures and Rates, under XIII New Business: Ordinance First Reading

Vice Mayor Cates made a motion to approve the agenda as amended. Alderman Campbell seconded the motion. All in favor, none opposed. The motion passed.

5. Reading and Correction/Approval of Minutes

December 18, 2025– Regular Board Meeting Minutes

Vice Mayor Frank Cates requested December 18, 2025 Regular Meeting minutes to reflect clarification, in that the Town Recorder is indeed an employee of the town who is appointed by the Mayor and Board of Aldermen.

Vice Mayor Cates made a motion to approve December 18, 2025 Regular Meeting minutes with the proposed amendment. Alderman Austin seconded the motion. All in favor, none opposed. The motion passed.

December 18, 2025– Special Call Meeting Minutes

Vice Mayor Cates made a motion to approve. Alderman Bailey seconded the motion. All in favor, none opposed. The motion passed.

January 8, 2026 – Works Session Minutes

Alderman Labudde made a motion to approve. Alderman Campbell seconded the motion. All in favor, none opposed. The motion passed.

January 15, 2026 – Regular Board Meeting Minutes

Vice Mayor Cates made a motion to approve. Alderman Labudde seconded the motion. All in favor, none opposed. The motion passed.

February 5, 2026 – Work Session Minutes

Alderman Labudde made a motion to approve. Vice Mayor Cates seconded the motion. All in favor, none opposed. The motion passed.

6. Special Item:

None

7. Citizens' Comments:

Constance Howell – Representing “A Better Oakland” Organization - Expressed gratitude in the full Board Meeting packets being placed on the website prior to each board meeting. The organization requested the board to reconsider any plans for spending, related to items on the February 19, 2026 agenda. Ms. Howell also referred to an email dated January 21, 2026 that was sent to the Mayor and Board, and to the town manager from the organization, with which no one provided a response. Ms. Howell addressed Town Attorney Minor in clarifying his position as being appointed. She then proceeded to speak to his duties to the town and its citizens; and lastly, inquired Attorney Minor if he is familiar with any mismanagement of funds.

Karen Doyle – Maple Street – inquired of the board’s plan to pave the street she resides on. She also stated there are manhole covers approximately 2 inches above the pavement that require attention. She advised that she had spoken with Town Manager Ellis on 2 occasions, resulting in no answers.

Loren Hebert – Chickasaw Trace – questioned why the Mayor is more concerned with developers’ walking away from Oakland than he is with the concerns of those who elected him. He recommended (1) a 1-year moratorium be placed on residential and commercial development to avoid residential/community instability; and (2) Increase the developer’s tap fees, if a moratorium isn’t doable; and (3) instead of reacting when things are broken, layout a 5 to 15-year infrastructure plan; and (4) address the overcrowding in Oakland’s schools.

Richard Olsen – Burr Oak - Questioned the board if they had reviewed the fireworks bid packet, as he had brought it to their attention at the work-session that 1 vendor failed to note their pricing. Mr. Olsen inquired about the Purchasing Policy related to the dollar amount when a P.O. is required. Lastly, he thanked Parks & Rec Director Weston for the forward thinking in requesting a 3-year bid on the fireworks contract.

8. Communications from the Mayor

Mayor Wiggins established that the “Citizen’s Comments” portion of each meeting is a means for citizens to address the aldermen, not to ask questions anticipating feedback. He continued stating the board takes notes and through the course of the meeting, questions will be answered, and if not, see the appropriate person after the meeting. He reminded all that in a workshop public comments and input are welcomed.

Mayor Wiggins encouraged anyone interested in the town’s financials to attend the budget meetings and work sessions that are held in the spring.

Mayor Wiggins stated he was unaware of any negative comments coming from the board. He continued that negative comments on social media tend to drive away potential businesses and stated that a third big box store was lost within the last 2 weeks.

In response to increasing tap fees, he reiterated that Oakland’s tap fees exceed what the state law allows.

Mayor Wiggins then yielded his remaining time to Attorney Minor asking if he had any comments that he would like to address. With nothing more, the meeting moved forward.

9. Communication from the Aldermen

Alderman Labudde questioned Ms. Howell of “A Better Oakland”, how many members make up the group; and, if she had any legal or paralegal experience. Ms. Howell answered 15 members and no.

Alderman Bailey thanked all in attendance.

10. Department Head Reports

Alderman Austin complimented the Directors of Water and Sewer on their January 2026 reports.

11. Town Manager’s Report

Town Manager Ellis stated he would provide Mr. Olsen with the updated Purchasing Policy, and in response to Mrs. Doyle’s street paving question, he stated that the Street Improvement Bids will be opened March 2nd. and Maple Street will be added as a change order once the contract is awarded. He assured her the paving project, including Maple Street, would be done this summer; and, the funds are in place and available. He apologized for not reaching out to her.

Town Manager Ellis made the board aware of a meeting he had with Attorney Minor and Attorney Lawhead regarding the Industrial Development Board (IDB). He suggested a work session to update the

board. Attorney Minor agreed, stating it was important to have the board to weigh in on how much control the Town of Oakland and its board want to maintain over the IDB.

12. Old Business: Ordinances Second and Final Reading w/ Public Hearings

A. Ordinance 26-01 – Amending The Town of Oakland Municipal Code Title 2, Adding Chapter 3: Creating A Construction Board of Appeal– Duties & Responsibility

Mayor Wiggins opened the floor to a Public Hearing. With no one approaching to speak, the Public Hearing was closed.

A motion to hear Ordinance 26-01 was made by Alderman Austin and seconded by Alderman Bailey.

Code Director McDonald explained the Construction Board of Appeals is designed to provide appeals resource for contractors or builders, who wish to challenge administrative or enforcement methods and interpretation of the code. This is a requirement by the State of Tennessee that must be met prior to allowing Oakland's Code Enforcement Department to perform in-house electrical inspections.

A motion to approve the 2nd Reading of Ordinance 26-01 was made by Vice Mayor Cates. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. The 2nd Reading of Ordinance 26-01 passed.

13. New Business: Ordinances First Reading

A. Ordinance 26-02 – Amending The Town of Oakland Municipal Code Title 12, Electrical Code – GFCI Protection

A motion to hear Ordinance 26-02 was made by Vice Mayor Austin and seconded by Alderman Austin.

Mr. Ellis stated this also, is a requirement of the State of Tennessee that must be met prior to allowing Oakland's Code Enforcement Department to perform in-house electrical inspections.

A motion to approve the 1st Reading of Ordinance 26-02 was made by Alderman LaBudde. The motion was seconded by Alderman Bailey. All voted in favor, none opposed. The 1st Reading of Ordinance 26-02 passed.

B. Ordinance 26-03 – Amending The Town of Oakland Municipal Code Title 18, Chapter 1, Section 18-111 - Billing Procedures and Rates

Removed from agenda

14. Consideration of Resolutions: Old Business

None presented

15. Consideration of Resolutions: New Business

A. Resolution 26-02 – Establishing an HVAC Permit Fee for New and Replaced Units

Alderman Bailey made a motion to hear Resolution 26-02.

Code Director McDonald explained that Oakland is currently collecting its HVAC permit fee on the mechanical permit that is issued to the contractor. However, the State of Tennessee requires a separate permit and permit fee. Mr. McDonald stated this is a requirement of the State of Tennessee that must be met prior to allowing Oakland's Code Enforcement Department to perform in-house electrical inspections.

A motion was made by Vice Mayor Cates to approve Resolution 26-02. The motion was seconded by Alderman LaBudde. All voted in favor, none opposed. Resolution 26-02 passed.

B. Resolution 26-03 – Awarding Bid for Drainage Repair – 220 Winding Creek

Alderman LaBudde made a motion to hear Resolution 26-03.

Town Manager Ellis stated this project was put out for bids, with the bids opened on January 2nd. The bid tabulation sheet attached indicates a typo in the address (210 Winding Creek). The correct address for the repair is 220 Winding Creek. Staff recommend the bid to be awarded to the low bidder, Morris Contracting, LLC. in the amount of \$36,300 (thirty-six thousand, three hundred dollars), who has performed work successfully for the town in the past.

A motion was made by Alderman LaBudde to approve Resolution 26-03. The motion was seconded by Vice Mayor Cates. All voted in favor, none opposed. Resolution 26-03 passed.

C. Resolution 26-04 - Authorizing Solicitation for Bids - Water Meter Upgrades

Vice Mayor Cates made a motion to hear Resolution 26-04.

Town Manager Ellis stated this project is anticipated for next fiscal year (2027) and will be budgeted accordingly. He presented that there are a tremendous number of failures occurring with current water meters which is causing an increase workload on the short-staffed department.

A motion was made by Vice Mayor Cates to approve Resolution 26-04. The motion was seconded by Alderman LaBudde. All voted in favor, none opposed. Resolution 26-04 passed.

D. Resolution 26-05 – Authorizing Solicitation for Bids – Hydrant Maintenance Contract

Alderman Bailey made a motion to hear Resolution 26-05.

Town Manager Ellis stated the current vendors' contract will soon expire and it is time to put it back out for bids.

A motion was made by Alderman Austin to approve Resolution 26-05. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 26-05 passed.

E. Resolution 26-06 – Awarding 3-Year Contract for July 4th Fireworks

Vice Mayor Cates made a motion to hear Resolution 26-06.

Town Manager Ellis inquired of Parks Director Chase Weston his recommendation based on the summary sheet provided to the Board. Mr. Weston suggested Pyro-Show, stating they provided an exceptional display during Oakland's 2025 July 4th event.

A motion was made by Vice Mayor Cates to approve Resolution 26-06, accepting staff's recommendation in awarding the contract to Pyro-Show. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 26-06 passed.

Note - During the discussion it was established that all quotes included pricing.

F. Resolution 26-07 – Assignment of Aldermen Position Numbers

Alderman LaBudde made a motion to hear Resolution 26-07.

Town Manager Ellis stated due to a Charter Amendment, Assignment of Alderman Positions is now required.

A motion was made by Alderman LaBudde to approve Resolution 26-07. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 26-07 passed.

G. Resolution 26-08 – Extreme Weather Utility Rate Adjustment

Vice Mayor Cates made a motion to hear Resolution 26-08.

Town Manager Ellis requested the Board to consider a one-time credit for Oakland Water customers that meet the criteria of those who reside within the Oakland city-limits; and exceed a 2,500-gallon threshold during January 2026 usage period. He stated that the unusually freezing temperatures forced customers to drip faucets for days. In passing Resolution 26-08, it would provide customers with a bit of relief. It was expressed the impact will be on the Water Fund only, if approved.

A motion was made by Vice Mayor Cates to approve Resolution 26-08. The motion was seconded by Alderman Austin. A roll-call vote was taken with the following results: Alderman Campbell – Yes, Alderman Austin – Yes, Alderman LaBudde – Yes, Alderman Bailey – Yes, Vice Mayor Cates – Yes. All voted in favor, none opposed. Resolution 26-08 passed.

H. Resolution 26-09 – Land Use Moratorium

Alderman LaBudde made a motion to hear Resolution 26-09.

Town Manager Ellis stated staff is proposing a 6-month moratorium on processing and approvals of applications for mobile home parks and mobile homes within the Town of Oakland.

A motion was made by Alderman LaBudde to approve Resolution 26-09. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 26-09 passed.

16. Other Items of Business:

A. Establish A Date and Time For Work Session

A work- session was scheduled for March 12, 2026 at 6 pm
Discussion topic: IDB. Contact Mr. Ellis if there are other items that need to be added.

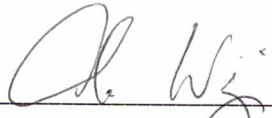
B. Board Approval -Past Due Invoices

Vice Mayor Cates made a motion to approve both invoices presented. Alderman LaBudde seconded the motion. All voted in favor, none opposed. The motion passed.

17. Meeting Adjourned

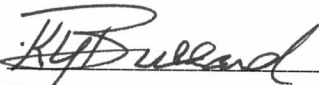
Alderman LaBudde made a motion to adjourn the meeting.

Date: February 19, 2026



Adrian Wiggins, Mayor

ATTEST:



K. Yvonne Bullard, Town Recorder