

# Mayor & Board of Aldermen – Beer Board Meeting

## Meeting Minutes 6:30PM

- February 9, 2023

Present: Mayor Michael Brown  
Vice-Mayor Adrian Wiggins  
Aldermen: Frank Cates, Debbie Hummel, Jeff Fisher and Ken Sutton

### 1. Call to Order – Mayor Brown

### 2. Establish Quorum

### 3. Selection of Beer Board Chairman

A motion was made by Alderman Sutton to nominate Vice Mayor Wiggins as the Beer Board Chairman. The motion was seconded by Alderman Cates. Four in favor; one opposed. Voting in favor = Aldermen Sutton, Cates, Fisher and Mayor Brown. Opposing vote was cast by Alderman Hummel. The motion passed.

### 4. Approval of Minutes of Previous Beer Board Meeting

Chairman Wiggins pointed out the Board was not furnished the minutes. Alderman Sutton made a motion to table the approval of the previous minutes until the next regular scheduled Board Meeting. The motion was seconded by Alderman Fisher. All in favor, none opposed. The motion passed.

Records show, the previous Beer Board Minutes, dated August 18, 2022 were presented and passed by the Board during September 15, 2022 Regular Board Meeting.

### 5. Presentation/Discussion – Application for Beer Permit – On Premises

**A. Name & location of business: Columbine Coffee House**  
**200 Cherokee Ridge, Oakland, TN 38060**

A motion to approve the application for Columbine Coffee House was made by Alderman Sutton and seconded by Alderman Hummel. Four in favor, one opposed. The opposing vote was cast by Alderman Fisher. The motion passed.

### 6. Other Business Items

A motion was made by Alderman Hummel requesting Attorney Minor to review the Oakland Beer Ordinance. Mayor Brown seconded the motion. All in favor, none opposed. The motion passed.

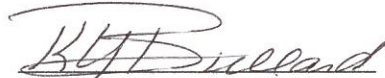
### 7. Adjournment

Motion made to adjourn by Alderman Cates.

Date February 9, 2023



Michael H. Brown, Mayor



K. Yvonne Bullard, City Recorder

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# Mayor & Board of Aldermen

## Special Call Meeting 7pm

### Meeting Minutes

February 9, 2023

Present: Mayor H. Michael Brown  
Vice-Mayor Adrian Wiggins  
Aldermen Frank Cates, Debbie Hummel, Jeff Fisher and Ken Sutton

#### **Prayer and Pledge of Allegiance to the American Flag**

#### **1. Call to order by Mayor Brown**

#### **2. Establish Quorum – All present**

#### **3. Approval of Agenda**

Alderman Hummel made a motion to approve the agenda as presented. Alderman Cates seconded the motion. All in favor, none opposed. The motion passed.

Alderman Sutton interjected, "Citizens Comments" to be removed; referring to the Town Charter, stating "Special Meetings items" must be publicly advertised and only those issues can be discussed. Alderman Sutton asked this section to be removed. Mayor Brown concurred, with Alderman Fisher seconding the request.

Alderman Hummel restated her motion, to approve an amended agenda, removing "Citizens Comments" section. Alderman Cates seconded the motion. All in favor, none opposed. The motion passed.

#### **4. Citizens Comments**

Removed from agenda.

#### **5. Report on Special Census**

Mr. Johnson reported, 50% completion. Door to door visits will begin next week and continue through the following week.

#### **6. PUBLIC HEARING –**

- **Resolution 23-15 Authorizing Submittal of TDEC Local Recreation and Parks Fund Application**

With no-one stepping forward to speak, the public hearing was closed.

Mr. Johnson introduced the LRPF LPRF Grant as one being offered by TDEC, which can only be used for park improvements. He proposed the pre-application be made for \$2.5m, with Oakland matching \$2.5m. He stated

the grant would be designated for soccer and multipurpose fields, a restroom/concession building and parking lots for those fields, if approved.

Vice Mayor Wiggins questioned the acronym; LRPF vs LPRF. Reference to the "SIC" attachment was made in determining Local Parks and Recreation Funds (LPRF) was the correct title.

A motion was made by Alderman Sutton to approve Resolution 23-15 contingent on correcting the grant title in the resolution accordingly. Alderman Wiggins seconded the motion. Four (4) in favor, one (1) opposed. Voting in favor: Sutton, Wiggins, Cates and Hummel; the opposed vote was cast by Fisher. In a 4 to 1 vote, Resolution 23-15 passed.

- **Resolution 23-16 Authorizing a Professional Services Agreement with SIC Project Management for TDEC/LPRF Grant Application for Phase 1 (A) of Oakland Sports Complex**

Mr. Johnson proposed the use of SIC Management based out of Rossville, TN for the administration of the LPRF Grant.

Alderman Cates made a motion to approve Resolution 23-16. Alderman Hummel seconded the motion. Four (4) in favor, one (1) opposed. Voting in favor: Cates, Hummel, Sutton and Wiggins; the opposed vote was cast by Fisher. In a 4 to 1 vote, Resolution 23-16 passed.

- **Resolution 23-17 Authorizing a Professional Services Agreement with the Pickering Firm for Design of Stream Relocation**

Mr. Johnson proposed the professional services agreement for the archeological study, not to exceed \$12,000 (twelve thousand dollars).

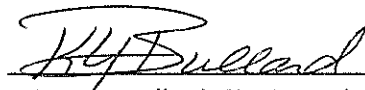
A motion was made by Alderman Sutton to approve Resolution 23-17. Vice Mayor Wiggins seconded the motion. Four (4) in favor, one (1) opposed. Voting in favor: Sutton, Wiggins, Cates and Hummel; Fisher cast the opposing vote. In a 4 to 1 vote, Resolution 23-16 passed.

7. **Meeting Adjourned** – Alderman Cates made a motion to adjourn.

Date: February 9, 2023



H. Michael Brown, Mayor



K. Yvonne Bullard, City Recorder

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# Mayor & Board of Aldermen – Regular Meeting

## Meeting Minutes

February 16, 2023

Present: Mayor H. Michael Brown  
Vice Mayor Adrian Wiggins  
Aldermen Frank Cates, Debbie Hummel & Jeff Fisher

### **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**

Alderman Sutton - absent

- 4. Approval of Agenda**

Alderman Hummel requested to remove Consent item (E), Resolution 23-21 Cross Creek Phase 3 Amendment. Mr. Johnson, Town Manager, requested that Old Business item (A), Resolution 23-02 Bid Award for Fire Station #1, be deferred until March Meeting and under Consideration of Resolutions item (E), Resolution 23-25, to be withdrawn from the agenda.

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

- 5. Reading and correction/Approval of Minutes of Regular Board**

**(A)** Alderman Hummel made a motion to approve January 19, 2023, Regular Meeting Minutes as amended. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. The motion passed.

**(B)** Alderman Hummel reported the following correction needed on the February 6, 2023 Special Call Meeting Minutes: (page 1 "Present" change Vice Mayor from Sutton to Wiggins). The correction was noted and corrected.

Alderman Cates made a motion to approve the February 6, 2023 Special Call Minutes as amended. Alderman Hummel seconded the motion. All in favor, none opposed. The motion passed.

- 6. Citizen's Comments**

No one approached the Board for comments.

- 7. Communications from the Mayor**

Mayor Brown announced that Ed Courton, has rethought his decision of accepting an out of state job offer and wishes to maintain his current position Oakland Planning Director.



## **8. Communication from the Aldermen**

Alderman Cates- Update on Census. Mr. Johnson pointed out it was an agenda item.

Alderman Hummel – Non-response to Mayor’s action line related to “chickens.” Mr. Johnson stated he personally reached out to the complaint. Alderman Hummel asked how timely are the request being answered? Mr. Johnson stated the Mayor’s Action Center is monitored on a basis of every other day, at least. The issues are then forwarded to the department that would handle the concern(s). Mayor Brown interjected that he, as well as all staff make every effort to deal with matters in a timely manner.

Vice Mayor Wiggins – Relating to Oakland schools; he pointed out that the Oakland Schools are managed by the Fayette County School Systems, stating if the education system were better in Oakland, the town would attract more people. He offered the following thoughts: what would it cost to purchase the schools in Oakland; would citizens accept a property tax increase to pay for the schools? Mayor Brown offered, with his background in school systems, he would be willing to put together a cost estimate, if that is the Board’s wishes. Alderman Cates referred to Attorney Minor of a consulting firm that provided an analysis that was previously done.

## **9. Town Manager Report**

Mr. Johnson reported the census work is at 61% complete. While there are plans to begin a “door to door” attempt beginning Saturday, he urged everyone to get the word out to family, friends and neighbors of the upcoming deadline.

Mr. Johnson announced; Friday March 3, 2023 – a computer migration will be taking place within Oakland City Hall. During this time, services related to utility payments, property tax payments & traffic citations will be limited to cash & check payments only.

## **10. Department Head Reports**

Alderman Fisher inquired of the streaming equipment. Mr. Johnson stated the meeting between Nolan, WorldTech and Oakland staff did not take place as planned but attempts to coordinate are still underway. Alderman Cates asked if Attorney Minor could get involved. Mayor Brown requested Mr. Johnson and Attorney Minor to draft a formal letter.

## **11. Public Hearing: Proposed Town of Oakland Urban Growth Policy Map Amendments**

Mr. Johnson explained as part of the update to Fayette County Urban Growth, each city/town can propose changes to their own boundary map. All proposed changes require a minimum of two (2) public hearings, which the first has been called tonight. There are three (3) areas being proposed to add to Oakland’s boundaries; (a) Hwy 64 West, (b) 196 North and (c) 196 North. Also being proposed are two (2) small areas to be removed from Oakland’s boundaries, are south of 194 and south of 196, both within Cypress Creek area. Mayor Brown asked if anyone wished to speak, with no one approaching the podium, the public hearing was closed.

## **12. Consent Agenda**

**(A) Resolution 23-14 Authorizing a change order in the amount of \$1655 with Wagner General Contractors for Oakland Sports Park Complex.**

**(B) Resolution 23-18 Authorizing a one-year renewal of Construction Agreement with Bulldog Construction Company for Public Works projects.**

**(C) Resolution 23-19 Approval of Subdivision Development Agreement with Hidden Springs Investments LLC and Hidden Springs Development S-Corp Inc. for the Waters of Hidden Springs, Phase D-2**

**(D) Resolution 23-20 Agreement with King Engineers for Inspection Services, The Waters of Hidden Springs, Phase D-2**

**(E) Resolution 23-21 Approving Subdivision Development Agreement Amendment for Cross Creek PD Phase 3**

Alderman Hummel made a request to remove item "E". The consent agenda for the Boards consideration was reduced to include items "A" through "D."

A motion made to approve the February 16, 2023 consent agenda as amended was made by Alderman Hummel. Vice Mayor Wiggins seconded the motion. Three (3) in favor, two (2) opposed. Voting in favor: Hummel, Wiggins, and Brown. Those opposing were Fisher and Cates. Mayor Brown cast the deciding yes vote. The amended consent agenda passed.

### **13. Old Business: Ordinance Second & Final Readings**

**(A) Ordinance 23-01- 2nd Reading - Amending the Adopted Fiscal Year 2022 Annual Budget to reflect Contributed Capital**

A motion was made Vice Mayor Wiggins to hear Ordinance 23-01.

Alderman Fisher made a motion to approve the 2<sup>nd</sup> Reading of Ordinance 23-01. Alderman Cates seconded the motion. All approved, none opposed. The 2nd Reading of Ordinance 23-01 passed.

**(B) Ordinance 23-02 - Amending the City Code, Title 18, Chapter 5; S.T.E.P. Systems:**

A motion was made Alderman Cates to hear Ordinance 23-02.

Alderman Fisher inquired if the town would reserve the right to revert this system back to a standard sewer system, if determined the STEP System is not properly functioning and fails. Director Coker stated the town is bound to the STEP System as it has been presented and approved accordingly. In the event of STEP system failure, the only other alternative would be to revert to a gravity system, putting in a larger pipe that would accommodate multiple lift stations. Alderman Fisher asked, once the threshold has been crossed, there is no going back. Director Coker stated it would be a substantial cost to the town.

Vice Mayor Wiggins referred to Attorney Minor, his opinion should the Board postpone the vote. Attorney Minor stated he would need to meet with Director Courton, prior to commenting. Mayor Brown asked Director Courton to comment; he stated Hickory Withe 7, the construction plans are approved, they are



allowed to utilize the Step System. Cypress Creek is under construction and opined, it's too late to reconsider those developments.

Alderman Cates made a motion to approve the 2<sup>nd</sup> Reading of Ordinance 23-02. Alderman Hummel seconded the motion. All approved, none opposed. The 2<sup>nd</sup> Reading of Ordinance 23-02 passed.

**(C) Ordinance 23-03 - Amending the City Code Title 12 Chapter 1**

A motion was made Alderman Hummel to hear Ordinance 23-03.

Mr. Johnson interjected a change in the effective date "upon adoption."

A motion was made by Alderman Cates to approve the 2<sup>nd</sup> Reading of Ordinance 23-03 as recommended. Alderman Fisher seconded the motion. All approved, none opposed. The 2<sup>nd</sup> Reading of Ordinance 23-03 passed.

**14. Old Business Consideration of Resolutions (continued from Jan 19, 2023)**

**(A) Resolution 23-02: Approving a Bid Award for Fire Station #1 Building Addition and Improvements; Fire Fee Fund**

Mr. Johnson requested Resolution 23-02 be deferred to March 2023 Meeting.

**(B) Resolution 23-10: Authorizing a Professional Services Agreement with King Engineering for Design and Specifications for Wirt Road Extended Project**

Alderman Cates made a motion to hear Resolution 23-10.

Mr. Johnson stated the projective cost of rebuilding Wirt Road is \$190k. He and others have discussed the how to remedy the road failures, short term, in the most cost-effective manner. Attorney Minor referred to two (2) Certificates of Deposits that have been in place for many years and belong to the Town of Oakland. He stated there is no evidence that the CDs "use of funds" are specifically dedicated. It is of the opinion of Attorney Minor; the funds could be used for Wirt Road improvements.

Mr. Johnson proposed a temporary solution, to bid out for a contractor to regrade the road, compact what's there and put down an inch and half (1.5") of asphalt. It is believed this could be accomplished for less money than the combined total of the 2 CDs, approximately \$40,000 (forty thousand dollars).

Mr. Johnson explained this is a situation where a county road (Wirt) was deeded over to the town. At that time it is possible that the town accepted it without a proper inspection, no evaluation of the road base. At some point the town will have to put in a proper road base and that is where we get into the \$198k.

Vice Mayor Wiggins reiterated his frustration in not having developer names associated to Wirt Road.

Mayor Brown called on Dennis Mullins to comment on the proposed temporary solution; he stated the process described tonight, will suffice for three to four years.

A motion to table Resolution 23-10 was made by Alderman Cates. The moticn failed due to lack of a second.

Chief Walls was acknowledged to speak. He stated it is an unacceptable safety issue with the road as it relates to emergency services. The road needs a repair to withstand a 60k pound vehicle.

Dennis Mullins was asked if a "chip and seal" would hold up and meet the Fire Chiefs needs for several years. Mr. Mullins stated without soil cement base he declined to think it would.

Vice Mayor Wiggins made a motion to table Resolution 23-10 until March 2023 Meeting. Alderman Hummel seconded the motion. All in favor, none opposed. Resolution 23-10 was tabled.

**(C) Resolution 23-13: A Resolution Authorizing a Professional Services Agreement with Renaissance Architects for Schematic Design of Fire Station #2 in the amount of \$25,000.**

Vice Mayor Wiggins made a motion to hear Resolution 23-13.

Mr. Johnson stated this resolution was tabled for architects' presentation. This can be arranged March 2, 2023.

A motion to interview architect's March 2, 2023 was made by Alderman Cates. Vice Mayor Wiggins seconded the motion. All in favor, none opposed. Resolution 23-13 was deferred until interviews are complete.

**15. Consideration of Ordinances: First Reading**

**(A) Ordinance 23- 04 An Ordinance Amending the City Code, Title 5 Finance, Chapter 3 Purchasing; Providing an effective date.**

Alderman Cates made a motion to hear Ordinance 23-04.

A motion to approve 1<sup>st</sup> Reading Ordinance 23-04 was made by Alderman Fisher. Vice Mayor Wiggins seconded the motion. All in favor, none oppose. The 1<sup>st</sup> Reading of Ordinance 23-04 passed.

**16. Consideration of Resolutions**

**(A) Resolution 23-22 Revising Resolution 22-149 by Designating First Horizon Bank for Town credit cards**

Alderman Fisher made a motion to hear Resolution 23-22.

Vice Mayor Wiggins made a motion to approve Resolution 23-22. Alderman Hummel seconded the motion. All in favor, none opposed. Resolution 23-22 passed.

**(B) Resolution 23-23 Resolution Authorizing Credit Card Use Policy and Procedures**

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

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

**(C) Resolution 23-24 Annual Fireworks Show for July 1, 2023**

Alderman Cates made a motion to hear Resolution 23-24.

A motion to approve Resolution 23-24 in awarding Impact Pyro for budgeted amount of \$14,000. (fourteen thousand) was made by Alderman Cates. Alderman Fisher seconded the motion. All in favor, none opposed. Resolution 23-24 passed.

**(D) Resolution 23-25 Resolution Authorizing a Professional Services Agreement with Atkinson Planning, LLC**

Resolution 23-25 was withdrawn from agenda.

**17. Consideration of Business Items**

**(A) Acknowledging Oakland Chamber of Commerce request for festivals; Authorizing a fee waiver**

Mr. Johnson presented a letter from the Oakland Chamber giving dates of Springfest and Oakland in October events and requesting the town to waive vendor fees.

A motion was made by Alderman Cates and seconded by Alderman Hummel to approve the Oakland Chambers request. All in favor, none opposed. The motion passed.

**(B) Review of Proposal for FCS Sports to conduct Spring and Summer Youth Sports for Oakland Parks and Recreation**

Hearing no motion, the item dies due to lack of action.

**(C) Review of American Post 292 Donation Request**

Mr. Johnson stated the request of (five hundred dollars) \$500.00 was received last week. Attorney Minor requested opportunity to research. Sponsor withdrew this item.

**18. Other Business**

**Resolution 23-21 Approving Subdivision Development Agreement Amendment for Cross Creek PD Phase 3**

A motion to hear Resolution 23-23 was made by Alderman Hummel.

Mr. Johnson requested this item to be deferred until March 2023 Meeting. The item was deferred.

**19. Credit Applications**

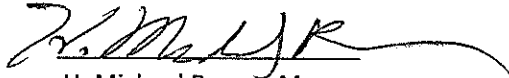
None

**20. Approval of Invoices – Presented & reviewed by board.**

Alderman Fisher made a motion to approve the presented invoices. Vice Mayor Wiggins seconded the motion. None opposed. The motion passed.

20. Meeting Adjourned – A motion was made by Alderman Cates to adjourn the meeting.

Date: February 16, 2023



H. Michael Brown, Mayor



K. Yvonne Bullard, City Recorder