

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

August 21, 2025

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

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

Town Manager had a request to add two items to the agenda: (1) "Invoice Approval" *at the end of the agenda*, and (2) "Special Announcement from the Mayor" *under VI Special Item*. Alderman Cates requested to add "Take Home Vehicles" *under XVI, Other Items of Business*.

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

5. Reading and Correction/Approval of Minutes

July 17, 2025– Regular Board Meeting Minutes

Vice Mayor Cates made a motion to approve July 17, 2025 Regular Meeting Minutes. Alderman Campbell seconded the motion. All in favor, none opposed. The motion passed.

July 17, 2025– Work-Session Minutes

Vice Mayor Cates made a motion to approve July 17, 2025 Work-Session Minutes. Alderman Hummel seconded the motion. All in favor, none opposed. The motion passed.

August 7, 2025– Work-Session Minutes

Vice Mayor Cates made a motion to approve August 7, 2025 Work-Session Minutes. Alderman Bailey seconded the motion. All in favor, none opposed. The motion passed.

6. Special Item:

In honor of serving the Town of Oakland for 15 years, Mayor Wiggins presented Police Chief Chris Earl and Public Works Director Dennis Mullins with plaques.

7. Citizen's Comments

- A.** A citizen, new to the area, inquired of the “new park” location. Mayor Wiggins allowed the question and provided directions with a brief update of its construction stage.
- B.** Roy Neuhauser – Countryside Drive – Topic: Ordinance 25-10 Peddlers, Solicitors, Transient Vendors and Street Barkers. He stated he is 100% opposed to any repeal of the ordinance that may allow any vendor to go door to door without first paying for a permit, and acquiring the proper identification badge issued by the Town of Oakland, signifying the town’s process has been met. He urged the board to view this from a safety perspective.

8. Communications from the Mayor

Mayor Wiggins limited his comments to “Enjoy the rest of this summer”.

9. Communication from the Aldermen

Alderman Hummel address Mr. Neuhauser’s comment stating, she was approached at her residence by a pest control solicitor, who she gave warning a solicitation permit was necessary to operate in Oakland. Later in the week, seeing two different solicitors she asked to see their permit, which they replied they did not have, but was assured by their supervisor that the solicitation from their company had been approved. She then contacted Town Manager Ellis and found the solicitor had complied but, had not been provided with an identification badge due to the machine being inoperable. When asked, Assistant Chief Gaines reported the new machine will be in place and working next week.

Alderman Hummel commended Wastewater Director Coker and his department on both the Sanitary Sewer Collection inspection and Plant Compliance Evaluation from the state environmental agency.

Vice Mayor Cates reiterated thanks to Public Works Director Mullins and Police Chief Earl for their dedication. He also instructed Water Director Armstrong to extend his appreciation to his staff for the outstanding job they do.

10. Department Head Reports

Fire Chief Walls reported the Oakland Fire Department was recently audited on training records for state pay. For an X amount of training the department performs, the state provides bonus pay to the firefighters. He stated that Assistant Chief Hathcock is over the training program and was proud to announce the Oakland Fire Department was rated with an excellent audit.

Chief Walls introduced Lieutenant Kyle Bourland who is also Secretary of the Treasure of the Oakland Firefighter Association, Local 5205 of the International Firefighters Association. He announced the kick-off of the Cancer Awareness Fund Raiser, selling T-shirts and sweatshirts beginning now through the end of October. All proceeds will go to the West Cancer Clinic.

Director Coker briefed the board on construction of the new Wastewater Plant. He stated the final stage of the first phase is underway, September 9th is the tentative date to transition into the 2 new basins. The ultimate completion date is April 2026. He encouraged those who haven't yet toured the plant to consider doing so.

Director Armstrong mentioned the recent water interruptions were caused by the Aeneas fiber installation. The problem stems from the inability to locate the old infrastructure with tracing wire. He assured the board that water outages are and will continue to be promptly resolved.

11. Town Manager's Report

Town Manager Ellis announced: (1) A "Liberty Tree" dedication ceremony at Northwoods Park, Saturday, August 30, 2025 at 9am. This event will be sponsored by the Issac Shelby Chapter, Sons of the American Revolution; and (2) A highway dedication ceremony for "Lee Yancey" will take place Friday, August 29, 2025 at 11am. Both ceremonies are open to the public and everyone is invited to participate.

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

A. Ordinance 25-09 Amend Hidden Springs Planned Development, Fields – Phases Sections C, D & E General Development Plan

A Public Hearing was opened by Mayor Wiggins.

Don Lycan – Cypress Point - Spoke in opposition of Ordinance 25-09.

Roy Neuhauser – Countryside – Spoke in opposition of Ordinance 25-09.

With no one else to speak, Mayor Wiggins closed the Public Hearing.

Alderman Bailey made a motion to hear Ordinance 25-09. Alderman Austin seconded the motion.

Present was Josh Burnett, Developer Representative, who reiterated the revision and purpose of Ordinance 25-09.

A motion was made by Alderman Hummel to approve the 2nd & Final Reading of Ordinance 25-09. The motion was seconded by Alderman Austin. Four (4) were in favor, one opposed, with Vice Mayor Cates casting the opposing vote. The 2nd & Final Reading of Ordinance 25-09 passed.

13. New Business: Ordinances First Reading

A. Ordinance 25-10 – Repealing a Portion of Ordinance 23-24 Relating to Peddlers, Solicitors, Transient Vendors and Street Barkers

Vice Mayor Cates made a motion to hear the 1st Reading of Ordinance 25-10. Alderman Campbell seconded the motion.

Under the advisement of MTAS legal department, the original language of Ordinance 23-24, Sections 1 and 2, will be fully reinstated to include “dwellings”. Attorney Minor added that citizens (businesses or homeowners) may sign a NO SOLICITATION registry with the town, which will be provided to PERMITTED VENDORS, and they will be required to comply. It was also determined, if a subdivision with an HOA wanted to opt out of solicitation, the HOA representative would be permitted to sign the registry to include the entire community, rather than requiring individual homeowner signatures.

A motion was made by Vice Mayor Cates to approve the 1st Reading of Ordinance 25-10. The motion was seconded by Alderman Hummel. A roll call vote resulted in Campbell, Austin, Hummel, Bailey and Cates voting yes. There were none who opposed. The 1st Reading of Ordinance 25-10 passed.

14. Consideration of Resolutions: Old Business

A. Resolution 25-16 – Adoption of an Official Town Logo

Alderman Hummel made a motion to hear Resolution 25-16.

A motion was made by Alderman Campbell to table Resolution 25-16. The motion failed for a lack of a second.

A motion was made by Alderman Hummel to accept the logo presented by Joe McDonald as the Official Town logo, by approving Resolution 25-16. The motion was seconded by Vice Mayor Cates. All voted in favor, none opposed. Resolution 25-16 passed.

15. Consideration of Resolutions: New Business

A. Resolution 25-25 – Establishing a Penalty for Failure to Obtain a Permit

Vice Mayor Cates made a motion to hear Resolution 25-25.

Town Manager Ellis explained that currently there is nothing in place allowing the town to issue a penalty for anyone who fails to obtain a necessary permit. An example was a fence contractor at the golf course; it is customary of legitimate contractors to check with the municipality regarding permit requirements to avoid penalty fees.

A motion was made by Vice Mayor Cates to approve Resolution 25-25. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 25-25 passed.

B. Resolution 25-26 - Authorizing Participation in Public Entity Partners "Safety Partners" Matching Grant Program

Alderman Bailey made a motion to hear Resolution 25-26.

Town Manager Ellis introduced a safety grant offered by Public Entity Partners. PEP will match up to \$1,000. The Wastewater Department is seeking the board's approval to make application for the grant.

A motion was made by Alderman Bailey to approve Resolution 25-26. The motion was seconded by Alderman Hummel. All were in favor, none opposed. Resolution 25-26 passed.

C. Resolution 25-27 – Authorizing Bid Award for Storm Drain Repair

Alderman Campbell made a motion to hear Resolution 25-27.

Town Manager Ellis referred to the bid tabulation, recommending Barnes & Brower Inc. the lowest bid of \$41,137.50 (forty-one thousand one hundred thirty-seven dollars and fifty cents) to be awarded the contract.

A motion was made by Alderman Hummel to approve Resolution 25-27. Alderman Campbell seconded the motion. All were in favor, none opposed. Resolution 25-27 passed.

D. Resolution 25-28 – Authorization to Enter into Professional Services Agreement for Roadway Engineering Services

Vice Mayor Cates made a motion to hear Resolution 25-28.

Town Manager Ellis stated he and the Public Works Director are requesting authorization to utilize a new engineering firm, Smith Seckman Reid, Inc (SSR) for the FY26 Paving project.

A motion was made by Alderman Austin to approve Resolution 25-28. The motion was seconded by Alderman Bailey. All were in favor, none opposed. Resolution 25-28 passed.

16. Other Items of Business:

A. Consideration of Lease Agreement Temporary Office Space for Building Codes and Planning Departments at 70 Clay Street Unit #4

Town Manager Ellis stated 70 Clay Street Unit #4 recently became available. He asked for consideration by giving the 60 days required notice to cancel the current leased property (7742 Hwy 64) for the Codes & Planning Departments; and, enter a 2-year lease at the 70 Clay Street location. In doing so, it would generate cost savings of \$300 per month.

Vice Mayor Cates made a motion to move forward in cancelling the 7742 Hwy 64 lease and securing a lease at 70 Clay Street for the purpose of Building Codes and Planning Department to occupy as office space. Alderman Campbell seconded the motion. All were in favor, none opposed. The motion passed.

B. Discussion of Mayor's Travel

Town Manager Ellis stated Mayor Wiggins requested this topic to be placed on the agenda. Mr. Ellis explained the Mayor took a trip to Washington, DC and is seeking an expense reimbursement. Mr. Ellis added the trip was not preapproved by the board, there were no travel arrangements made by the Town of Oakland and no receipts were provided for reimbursement.

Mayor Wiggins stated he was invited by Senator Hagerty to meet him in Washington, DC. He stated he was told by the town attorney; the town manager had the authority to authorize the trip.

It was the opinion of Vice Mayor Cates and Alderman Hummel that it was possible that this meeting could and should have taken place in one of Senator Hagerty's Tennessee offices, saving tax dollars; and, nothing said proved it to be "necessary/official town business".

With no further comment from other board members and no action taken, Mayor Wiggins moved to the next agenda item.

C. Take Home Vehicles

Vice Mayor Cates asked Chief Walls if the half-ton truck purchased for the fire department was equipped with firefighting equipment; and, why is it allowed to be utilized as a "take home vehicle"?

Chief Walls stated the 1500 truck is equipped with turn-out gear, radios, and flappers. The intended purposes of the truck were to use it as the Assistant Chiefs vehicle, as a

command vehicle, for brushfires, hazardous materials, to pull trailers and to carry mechanic tools/supplies in the event of a breakdown at a fire scene.

Vice Mayor Cates asked if there is another vehicle the Assistant Chief can use as a take-home vehicle and, leave this truck at the fire station for emergency use.

A motion was made by Vice Mayor Cates to provide the Assistant Fire Chief with a properly equipped take-home vehicle (lights, radios, etc.). The motion was seconded by Alderman Hummel. All in favor, none opposed. The motion passed.

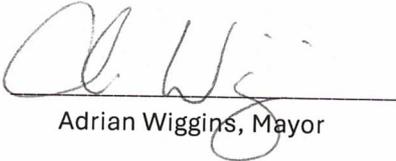
17. Invoices for Board Approval

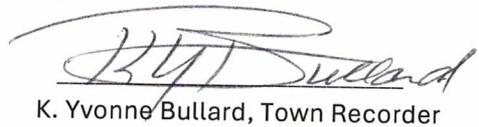
A motion was made by Alderman Hummel to approve payment of invoices as presented. Alderman Campbell seconded the motion. All in favor, none opposed. The motion passed.

18. Meeting Adjourned

Alderman Hummel made a motion to adjourn the meeting.

Date: August 21, 2025


Adrian Wiggins, Mayor


K. Yvonne Bullard, Town Recorder