

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

November 20, 2025

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

Prayer and Pledge of Allegiance to the American Flag

1. Call to order by Mayor Wiggins

2. Establish Quorum

All present- 1 vacated seat noted.

3. Prayer & Pledge of Allegiance to the American Flag

4. Approval of Agenda

Town Manager Ellis requested the following changes to the agenda:

1. Ordinance 25-31, the number is changed to Ordinance 25-11, under *XII Old Business: Ordinances Second and Final Reading*
2. Resolution 25-40, add to agenda under *VI Special Item*
3. Add Approval of Invoices, under *XVI Other Items of Business*

Alderman Bailey 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

October 16, 2025– Regular Board Meeting Minutes

Vice Mayor Cates made a motion to approve October 16, 2025 Regular Meeting Minutes. Alderman Austin seconded the motion. All voted in favor, none opposed. The motion passed.

October 27, 2025 – Special Call Meeting Minutes

Vice Mayor Cates made a motion to approve October 27, 2025 Regular Meeting Minutes. Alderman Austin seconded the motion. All voted in favor, none opposed. The motion passed.

6. Special Item: Board Member Appointment

Mayor Wiggins requested nominations from the board to fill the Alderman's position, that was vacated by Debbie Hummel during the October 16th meeting.

Vice Mayor Cates nominated Mike LaBudde

Alderman Bailey nominated Roy Neuhauser

Both nominees extended appreciation in being nominated.

Mayor Wiggins proceeded in calling for a roll-call vote.

Alderman Campbell voted for Mike LaBudde, Alderman Austin voted for Mike LaBudde, Alderman Bailey voted for Mike LaBudde and Vice Mayor Cates voted for Mike LaBudde. The vote, 4/0 (four to zero) was unanimous; Mike LaBudde was voted in to serve as Alderman.

Mike LaBudde was then sworn into position/office as alderman by the Town Recorder.

Mayor Wiggins requested the record to now show; there are five board members present.

Resolution 25-40 Appointing Mike LaBudde to Fill The Unexpired Aldermanic Term of Debra Hummel

A motion to approve Resolution 25-40 was made by Vice Mayor Cates. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 25-40 passed.

7. Citizens' Comments:

Connie Howell – Fair Oaks Drive - Representative of "A Better Oakland.org", a community non-profit organization addressed the Mayor, Board and Town Manager, asking if a resolve had been made, in addressing the increase of revenue to cover cost of infrastructure and maintenance of the wastewater treatment plant. She recommended they place priority in drafting a three to five year written plan of action, one that is voted on and approved by the Mayor & Board.

Mayor Wiggins responded by stating that a plan is in place to refinance the entire loan and actively seeking other solutions.

Ms. Howell inquired about the status of the 2024 audit. Town Manager Ellis stated it is incomplete at this time.

8. Communications from the Mayor

Mayor Wiggins wished everyone an enjoyable Thanksgiving.

9. Communication from the Aldermen

Vice Mayor Cates expressed his thanks to all the employees and wished all a happy Thanksgiving.

Alderman Austin wished all a happy and safe Thanksgiving.

Alderman Bailey shared holiday wishes also. He further announced the passing of Russ Emele, asking that everyone remember his family during this time.

Alderman Campbell too, wished all a happy holiday and safe travel. Additionally, he spoke on the Veteran's Memorial and presented the board with a wreath that was donated by June Brown, the widow of former Oakland Mayor Michael Brown.

Alderman Campbell requested an update on the memorial stone. Town Manager Ellis reported a purchase order has been processed and a graphic of the town's logo was provided.

Alderman LaBudde stated the police will be on patrol and asked everyone not "Drink & Drive."

10. Department Head Reports

Director Coker stated the Waste-water project is moving along well.

Alderman Austin inquired of Town Manager Ellis, the status of the de-annexation plan that was voted on earlier this year. Mr. Ellis stated the discussion was 6 months ago or longer, therefore the project would need to start over from the beginning. He stated that a clear decision is necessary, in what parcels/properties the board wishes to de-annex if the Board plans to move forward. Mayor Wiggins suggested a workshop to further discuss the issue. Alderman Austin mentioned Waste-water revenue as another workshop topic. Town Manager Ellis briefly touched on "fees" explaining that, all fees are regulated and monitored closely by the state. He stated he has arranged a meeting with MTAS consultants to review current fees, and to discuss other revenue options regarding Wastewater.

Vice Mayor Cates requested an update on the soccer fields. Town Manager Ellis responded that he did not have a date but expects the fields will be completed in late spring. While speaking he provided a brief update on the project, stating that 3-phase electricity and a transformer are in place for the property; however, the work that still needs to be done includes bricking the exterior and finishing the interior of the concession stand, sodding and irrigation, fencing, lighting and parking lot paving.

Parks & Rec Director Chase Weston announced the Christmas Parade is scheduled for Saturday, December 13th at 5:30pm, with a make-up date scheduled for Sunday, December 14th at 5:30pm.

Alderman LaBudde gave kudos to the Oakland Park and Rec Department for the most successful Trunk or Treat he has witnessed in Oakland.

11. Town Manager's Report

None

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

A. Ordinance 25-11 - Amend Municipal Code Title 12, Chapter 1 Codes Adopted- 2023 Edition of the National Electrical Code (NEC)

Mayor Wiggins called the Public Hearing to order. With no one wishing to speak, the Public Hearing was closed.

A motion to hear Ordinance 25-11 was made by Vice Mayor Cates and seconded by Alderman Austin.

A motion to approve the 2nd Reading of Ordinance 25-11 was made by Vice Mayor Cates. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. The 2nd Reading of Ordinance 25-11 passed.

13. New Business: Ordinances First Reading

A. Ordinance 25-12 - Setting 2026-2029 Sanitation Rates

A motion to hear Ordinance 25-12 was made by Vice Mayor Cates and seconded by Alderman Bailey.

Mr. Ellis stated Sanitation Fees are required to be set by way of an ordinance. The passing of this ordinance will set the sanitation rates for customers for the duration of the 3-year contract.

A motion to approve the 1st Reading of Ordinance 25-12 was made by Alderman LaBudde. The motion was seconded by Alderman Cates. All voted in favor, none opposed. The 1st Reading of Ordinance 25-12 passed.

14. Consideration of Resolutions: Old Business

A. Resolution 25-29 – Charter Amendment

Vice Mayor Cates made a motion to hear Resolution 25-29.

Town Manager Ellis explained that this amendment redirects the Board of Mayor and Aldermen's authority in "Hiring and Firing" of department heads, to the Town Manager. Mr. Ellis interjected, "for the record, it has been implied this change was my idea, which is not true, this change is one that Vice Mayor Cates wanted." Mr. Cates reiterated, it was his wish to have this change made to the charter. Attorney Minor shared the opinion of MTAS stating, when recruiting a Town Manager, it makes the position more appealing to applicants when the Town Manager is responsible for "hiring and firing" of department heads. Attorney Minor further stated when the position of Town Manager was created, there was wording that allowed the Town Manager to *hire and fire* the Town Recorder. It is clear in the law the Town Recorder is an official, (appointed & serving at the pleasure of the Mayor and Board of Aldermen) and not an employee. This amendment conveys the authority in appointing and termination of the Town Recorder back to the Mayor and Board of Aldermen.

Vice Mayor Cates inquired about the appeal process that was previously discussed. Attorney Minor recommended the appeal process be drafted and presented to the board in the form of a resolution then placed in the Employee Handbook.

A motion to approve Resolution 25-29 was made by Vice Mayor Cates. The motion was seconded by Alderman Austin. A roll call vote resulted Vice Mayor Cates, Alderman Campbell, Austin, LaBudde and Bailey voting in favor, none opposed. Resolution 25-29 passed.

15. Consideration of Resolutions: New Business

A. Resolution 25-36 - Twin Oaks Addendum –Developer Name Change (Blue Sky Communities, Inc)

Vice Mayor Cates made a motion to hear Resolution 25-36.

Attorney Minor stated this type of change is not uncommon, explaining the only change in this instance is the name of the developer, who will assume the current contract.

A motion was made by Vice Mayor Cates to approve Resolution 25-36. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. Resolution 25-36 passed.

B. Resolution 25-37 - SR 194 Multimodal Improvement Project Execute a Professional Service Agreement - Fisher Arnold Engineering

Alderman Bailey made a motion to hear Resolution 25-37.

Town Manager Ellis introduced this resolution stating the need for an engineering firm to manage the TDOT Multimodal Project. The project includes sidewalk renovations on both sides of Hwy. 194 from McDonalds to Main Street.

A motion was made by Vice Mayor Cates to approve Resolution 25-37. The motion was seconded by Alderman Austin. All voted in favor, none opposed. Resolution 25-37 passed.

C. Resolution 25-38 – 2026 Roadway Improvements – Authorizing Smith Seckman Reid, Inc. to Solicit Bids and Perform FY26 Roadway Project Inspections

Alderman LaBudde made a motion to hear Resolution 25-38.

Town Manager Ellis introduced this resolution as authorizing the engineering firm previously selected by the Board, to solicit bids for the FY26 Roadway Project and to perform the required inspections on the project. It is expected the project will begin in early spring 2026.

A motion was made by Vice Mayor Cates to approve Resolution 25-38. The motion was seconded by Alderman Austin. All voted in favor, none opposed. Resolution 25-38 passed.

D. Resolution 25-39 - Drainage Repair Bids - 210 Winding Creek Dr. - Authorization to Solicit Bids

Alderman Bailey made a motion to hear Resolution 25-39.

Town Manager Ellis introduced this resolution stating, because the in-house cost estimates supersede the town's procurement limits, the repair is required to be put out for sealed bids.

A motion was made by Vice Mayor Cates to approve Resolution 25-39. The motion was seconded by Alderman LaBudde. All voted in favor, none opposed. Resolution 25-39 passed.

16. Other Items of Business:

A. Consideration of the establishment of an Advisory Building Committee

Town Manager Ellis requested consideration to establish a committee to look at options and costs related to a city hall building. It was recommended that the committee should consist of the Town Manager, Town Planner, Building Official, one alderman and at the least one Oakland resident.

A motion was made by Vice Mayor Cates to approve the establishment of an advisory building committee. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. The motion passed.

Alderman Austin accepted Mr. Ellis' invitation to be on the committee.

B. Discussion of Future Firehouse/Police

Town Manager opened the conversation by recalling the town owned property located west of Oakland on Hwy 64; the purpose for purchasing the property was intended for building Fire Station #2. Mr. Ellis then asked Fire Chief Walls and Police Chief Earl to address the board. They proceeded to ask the board to consider building a facility on the property that would allow both, the fire and police departments substations to be housed under one roof. It was proposed as a means of savings on construction costs, having a multifunction building for both departments, and meeting the service needs of taxpayers. Vice Mayor Cates requested further discussion on this topic to take place in a workshop.

C. Invoices – Board Approval

Invoices from Midsouth Solutions (Uniform Vendor) dated 6/26/25 totaling \$11,243.59 were presented for board approval as they were over 45 days past due.

A motion was made by Vice Mayor Cates to approve payment of invoice presented. The motion was seconded by Alderman LaBudde. All voted in favor, none opposed. The motion passed.

17. Executive Session

Mayor Wiggins called for a motion to move to an Executive Session.

A motion was made by Alderman Bailey to move to an Executive Session. The motion was seconded by Alderman Campbell. All voted in favor, none opposed. The motion passed.

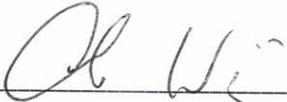
Mayor Wiggins reconvened the regular board meeting at approximately 8:55pm. Mayor Wiggins inquired of the board members a motion related to the matter discussed in the executive session.

Alderman Bailey made the motion to follow the advice of Town Attorney Minor to proceed in the manner, which was presented to the board during the executive session. Vice Mayor Cates seconded the motion. All in favor, none opposed. The motion passed.

18. Meeting Adjourned

Vice Mayor Cates made a motion to adjourn the meeting.

Date: November 20, 2025



Adrian Wiggins, Mayor

ATTEST:



K. Yvonne Bullard, Town Recorder