

Mayor & Board of Aldermen – Regular Meeting

Meeting Minutes

December 18, 2025

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

Invocation by Reverend Milo Lumpkin of Faith United Methodist in Oakland.

4. Approval of Agenda

Vice Mayor Cates requested the following changes to the agenda:

1. Add topic of discussion “Swearing In of Newly Elected Officer”, under *XVI Other Items of Business*

Town Manager Ellis requested the following changes to the agenda:

1. Removal of Resolutions 25-41 and 25-42, under *XV Consideration of Resolutions: New Business*
2. Add Resolution 25-45, under *XV Consideration of Resolutions: New Business*

Alderman Austin requested the following changes to the agenda:

1. Removal of Ordinance 25-13, under *VIII New Business: Ordinance First Reading*
2. Removal of Resolutions 25-34, under *XV Consideration of Resolutions: New Business*

She further requested these items be placed on the January Work session agenda for discussion.

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

November 20, 2025– Regular Board Meeting Minutes

Vice Mayor Cates made a motion to approve November 20, 2025 Regular Meeting Minutes. Alderman LaBudde seconded the motion. All voted in favor, none opposed. The motion passed.

6. Special Item:

None

7. Citizens' Comments:

Jay Edward – Breezy Loop – Thanked Oakland Police Officer Lord, for his assistance in his time of need. He then addressed the board of the “Citizen’s Comments” section of the agenda. He requested the statute that has been previously referred to relating to the Citizen’s Comment rule. Attorney Minor stated he would provide the information.

Richard Olsen - Burr Oak Dr. – Requested additional information, related to the residential inspection fees, referred to in Resolutions 25-43 and 25-44. Mayor Wiggins stated he would ask the Director of Codes to speak on the subject during Item 10 of this meeting.

Ken Sutton – Black Ankle – Asked, “what meetings are required to have a Citizen’s Comment” section? Attorney Minor stated, “All meetings”. Mr. Sutton pointed out, there was no “Citizen’s Comment” on the Special Call Meeting agenda, which involved an Executive Session consisting of Elected Officials only. He further pointed out that an Executive Session can only be called for litigation purposes, or the threat of litigation.

Attorney Minor stated there are instances which elected officials can call an executive session and meet amongst themselves, without town representatives. He continued that this is the first time during his employment with Oakland this has taken place, but it is not illegal.

Julie Wiggins – Cypress Point – Related to the sanitation contract renewal, asked if mailed notification was sent out to citizens who may not have, or choose not to access social media?

Town Manager Ellis replied, as part of the agreement, Waste-Pro would send a postcard notifying the citizens.

8. Communications from the Mayor

Mayor Wiggins reported Oakland’s Christmas Parade was a success, saying there were many participants as well as attendees. He thanked everyone who took part, and extended thanks to the Parks & Recreation Department and to the Oakland Police Department. He closed by wishing everyone a Merry Christmas and a Happy New Year.

9. Communication from the Aldermen

Vice Mayor Cates wished all a Merry Christmas. He expressed his thanks to all the town employees. He recognized Carolyn Rhea of the Fayette Falcon for countless hours she put in and her dedication.

Alderman Campbell, Austin and Bailey concurred with Mayor Wiggins, adding safe travels and wishing all a healthy New Year.

Alderman LaBudde extended a Merry Christmas. He then inquired of clarification from Attorney Minor related to "Citizen's Comments", the TCA statue.

Attorney Minor explained the TCA does not specify time-limits but offers the following: (1). it expands the requirement of citizens' comments in all open meetings (regular meetings, special called meetings & workshops), and (2). it limits the focus of the narrative to the items on the agenda. It's been in place for almost 2 years.

10. Department Head Reports

Police Chief Earl and Inspector Perry provided an update to the board on the stolen ATM machine from Bank of Fayette County. Everyone was encouraged to go to Facebook to assist in identifying those involved. Chief Earl made the board aware that 3 alarms went out but were never reported to Oakland Police. He explained the normal sequence in OPD receiving such a call; the bank's contracted security company notifies Fayette County Dispatch, who then notifies OPD. However, OPD was not contacted.

Fire Chief Walls reported to the board of a structure fire that was caused by aluminum wiring.

11. Town Manager's Report

Mr. Ellis wished all a Merry Christmas and Happy New Year. Also, he acknowledged the successful Christmas Parade. He updated the board of the 2024 Audit, stating the auditors have received all requested documents at this point.

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

A. Ordinance 25-12 - SETTING 2026-2029 SANITATION RATES

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

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

Mr. Ellis stated, in passing this ordinance, it will set the sanitation rates for customers for the duration of the 3-year contract. Waste-Pro will begin servicing Oakland Jan 5, 2025.

A motion to approve the 2nd Reading of Ordinance 25-12 was made by Vice Mayor Cates. The motion was seconded by Alderman Austin. All voted in favor, none opposed. The 2nd Reading of Ordinance 25-12 passed.

13. New Business: Ordinances First Reading

A. Ordinance 25-13 – CREATING a CONSTRUCTION BOARD– DUTIES & RESPONSIBILITY

This item was requested to be removed and added to the next scheduled workshop prior to approving the agenda.

14. Consideration of Resolutions: Old Business

None presented

15. Consideration of Resolutions: New Business

A. Resolution 25-34 - AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CIVICPLUS

This item was requested to be removed and added to the next scheduled workshop prior to approving the agenda.

B. Resolution 25-41 – SUBDIVISION CONTRACT - APPROVING THE FOUNTAINS OF HIDDEN SPRINGS SECTION A

This item was requested by the developer to be removed prior to approving the agenda

C. Resolution 25-42 – SUBDIVISION INSPECTION CONTRACT – THE FOUNTAINS OF HIDDEN SPRINGS SECTION A

This item was requested by the developer to be removed prior to approving the agenda

D. Resolution 25-43 – ADOPTION OF ELECTRICAL PERMIT FEES

Alderman Austin made a motion to hear Resolution 25-43.

Town Manager Ellis recommended to the board passing Resolution 25-43, establishing Electrical Permit Fees.

A motion was made by Alderman Campbell to approve Resolution 25-43. The motion was seconded by Alderman Austin. All voted in favor, none opposed. Resolution 25-43 passed.

Mayor Wiggins requested Codes Director McDonald to step forward and address Richard Olsen's question during Citizen's Comment. Mr. McDonald stated the town will charge and keep the amount of the "Processing Fee" and the fees related to the permit. The \$150 Inspection Fee will be used to pay a 1099 Contracted Inspector.

E. Resolution 25-44 - EXECUTION OF AGREEMENT FOR ELECTRICAL INSPECTION SERVICES

Vice Mayor Cates made a motion to hear Resolution 25-44.

Town Manager Ellis recommended to the board passing Resolution 25-44, executing an agreement for a 1099 Contracted Electrical Inspection Services. This agrees to pay contracted Inspector Kenneth Broughton as follows:

Single-Family Dwelling Permits

- \$150.00 per permit
- This amount includes *both* the initial rough-in inspection and the final inspection.

Re-Inspections

- \$35.00 per re-inspection.

All Other Inspections

- Paid at **85% of the base inspection fee**, minus the Town's standard processing fee.

A motion was made by Vice Mayor Cates to approve Resolution 25-44. The motion was seconded by Alderman LaBudde. All voted in favor, none opposed. Resolution 25-44 passed.

F. Resolution 25-45 – Establishing Water & Wastewater Loan Project Fund

Alderman Bailey made a motion to hear Resolution 25-45.

Town Manager Ellis recommended the board pass Resolution 25-45, explaining this is pertaining to the town's \$7m construction loan. These funds were held in a Certificate of Deposit, which matures December 27, 2025; and per the loan agreement, must be placed in a Special Account named the Town of Oakland Water & Wastewater Loan Project Fund. This account will be set up at First Citizens Bank.

A motion was made by Vice Mayor Cates to approve Resolution 25-45. The motion was seconded by Alderman LaBudde. All voted in favor, none opposed. Resolution 25-45 passed.

16. Other Items of Business:

A. Establish date and time for a work session

A work-session was scheduled for January 8, 2026 at 6pm. Discussion topics are to include:

- Creating a Construction Board
- Civic Plus Municipal Code Management
- Charter Changes
- Board Packets

B. Swearing In of Officials

Vice Mayor Cates inquired of Mayor Wiggins in the changes of the "Swearing In" ceremony; and why was it that the Town Judge did not administer the oath as was done in the past?

Mayor Wiggins spoke with the judge the day before (the meeting) where the judge mentioned a scheduling conflict; and he asked if the Mayor would have someone else to stand in. The mayor stated he spoke to the Town Attorney who stated that the town recorder *****who is not an employee of the town** but is an official of the town is allowed to administer the oath. ******* The task was then given to the Town Recorder.

When asked, Town Manager Ellis stated that he was made aware an hour before the meeting that the judge would not be attending the meeting, and therefore not administering the oath.

Mayor Wiggins stated that he and Chief Earl spoke after the meeting and that the Chief was unaware of the change in the judge's schedule.

It was requested by Vice Mayor Cates that Chief Earl approach the board. Mr. Cates asked, "who pays the judge and who schedules the judge to perform swearing in ceremonies? Chief Earl replied it is the police department, further stating the judge was contacted approximately 2 weeks prior, scheduling him to administer the oath; and, it was the judge who contacted Assistant Chief Gaines making him aware the mayor approached him at court and was, "handling it," referring to the ceremony. Chief Earl reiterated that no-one ran it past the police department at all.

Mayor Wiggins stated the day before when speaking to the judge, he was "scheduled to be in Millington and if he (the judge) wasn't there, Millington would have to pay someone more" to stand in.

Chief Earl stated that he expects the police department to be notified of any process changes that involve the judge's schedule at the Town of Oakland.

An additional topic was brought up that was not on the agenda. Vice Mayor Cates questioned a magazine ad that was placed and circulated throughout Fayette County. Mr. Cates advised the board that the magazine placed an article about various towns in this area, and that Oakland was the only town to receive an invoice of \$700.00. He questioned who approved this spending of taxpayer dollars? Mr. Ellis said he was provided with proof of publication, he then contacted the vendor to see who requested and approved of the publishing of the ad. The vendor representative (Shelia) said it was "received through an email, from the mayor print ready". Mr. Ellis mentioned he had been contacted approximately 4 months ago, but there was no discussion of cost

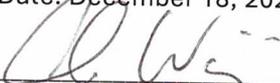
Mayor Wiggins stated he received a call from Phil regarding an ad, which he directed Phil to speak to the Town Manager.

Vice Mayor Cates requested this discussion to be placed on the January 2026 Regular Meeting agenda

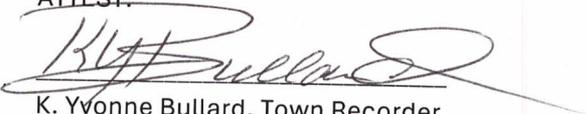
17. Meeting Adjourned

Alderman LaBudde made a motion to adjourn the meeting.

Date: December 18, 2025


Adrian Wiggins, Mayor

ATTEST:


K. Yvonne Bullard, Town Recorder

Revised Vice Mayor Frank Cates requested 12/18/ 26 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.