



MEETING MINUTES

OPEN PUBLIC COMMENTS: Mayor Boaz opened the floor for Public Comment at 5:45PM. No comments; Mayor Boaz closed the Public Comment at 6:00PM.

CALL TO ORDER AND ROLL CALL BY THE RECORDER:

Mayor Boaz called the meeting to order at 6:00 PM
Roll was called by the Recorder; Quorum established

PRESENT:

Kevin Cagle
Madison Cagle
Marty Carrington
John Odle
Dale Reynolds
Linda Taylor
Jimmy Lynn Walker

NOT PRESENT

VISITORS:

Lee Villaflor, City Administrator
Colleen Lawlor, City Recorder
Rick Wood, City Attorney
Wes Woodward, Public Safety Officer
Natasha Varnick, The Newsleader
Lanisha Lomax, Chairperson Parsons Library Board

READING OF THE MINUTES OF PREVIOUS MEETINGS BY RECORDER, FOR APPROVAL OR CORRECTION:

Motion: Kevin Cagle to dispense with reading of and approve previous meeting minutes
Second: Madison Cagle
Vote: Approved 7-0

APPROVE FINANCIAL REPORTS THRU MAY 2024:

Motion: Dale Reynolds
Second: Jimmy Lynn Walker
Vote: Approved 7-0

REPORTS FROM COMMITTEES, COUNCILMEN, AND OTHER OFFICERS

A) PROJECT UPDATES:

GSM Roof Replacement Project: Waiting on certifications from Contractor to proceed

CDBG Passive Park Project: Grant submitted; waiting on response by Fall 2024.

TDOT Multimodal Grant: Still in Environmental Please, No new updates

FEMA Generator Grant: The City received a call from Marsha Blackburn's office. We should anticipate an award notice by the end of July 2024.

AFG Fire Grant: Grant submitted; waiting on response

SRF Grant: still in design phase

TDEC Water Plant Grant: still in design phase



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PHMSA Grant (Gas Fund): We recently applied for a 100% Grant for our natural gas system to change out old farm taps to Excess Flow valves (for safety). Farm taps are along the high pressure gas lines and roads. Vehicles have hit them before. The cost of this project is high because these taps will need to be dug up turned off. All of the high pressure lines are under asphalt (example: Old Decaturville Rd and East White Oak, Largo Rd – all of these have been recently paved and will need to be brought back to the new asphalt). This grant will take care of roads and all expenses incurred. This is a competitive grant that is hard to get. We applied for this grant because of these safety items.

B) LIBRARY UPDATE:

Mayor Boaz invited Lanisha Lomax, Chairperson of the Parsons Public Library Board to a council meeting. She attended this meeting and gave a report to the city council. She was voted in, in December 2023. The Library Board meets every other month and she is excited to be on the Board and be a part of the Library. The Library is very important for the city. She acknowledged the library cannot do anything without the council and city's support.

Policy and Procures: They were behind on Policy and Procedure Updates when she came in. They are working through the updates and policies (example: internet policies for computer use, procedures for checking out materials). These need to be updated annually.

Bylaws: This update has been completed in June 2024 (a copy of the Bylaws were handed out to the council)

Annual Review Process: According to the State, we need to complete these reviews on an annual basis. They are currently in process of completing.

Directors Evaluation: The Library Board must complete this annual as well.

Image and State Evaluation: Currently in process of completing; due by July 31, 2024.

Summer Reading Program:

This program just got finished. Thank you for the use of the City Council Room and Community Room. Participation doubled this year! This past Friday, June 28, 2024 was awards day and over 100 children received awards for being in the program. Friends of the Library provided pizza, snacks and awards. Cash awards were given – these were provided by businesses in the city. We are expecting this growth to continue next year. They increased promotion of this program and new board members are involved that bring energy!

Grants are available specifically for Libraries. Board members are currently searching for grants that range from materials and/or technology.

Please follow the Facebook page for the Parsons Library. They receive a lot of feedback from patrons.



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Regional Representatives are in contact with the Board and guide the Board on where we need to be on various items.

Circulation of Physical Items (non-electric):

April 2024: 1328

May 2024: 1868

Mayor Boaz is thrilled with the work Lanisha Lomax is doing – great job!

NEW BUSINESS

- A) Appointment of Madison Cagle to serve as non-voting member of the Parsons Library Board, if the council so desires.

Motion to Appoint Madison Cagle to the Library Board as non-voting member made by: Dale Reynolds

Motion Seconded by Marty Carrington

Vore: 7-0 Approved

OLD BUSINESS

None

ADJOURN

Motion to adjourn meeting made by John Odle

Seconded by Madison

Vote: All Ayes

Tim David Boaz, Mayor

Colleen Lawlor, City Recorder