



# MEETING MINUTES

## **PUBLIC INPUT:**

Wes Woodward, Public Safety Director gave an update to the council during public input

- He received a thank-you letter from a lady who had requested assistance from the Parsons Police Department and wanted to share the wonderful experience she had.

Ms. Linda Taylor, Councilmember also gave an update to the council during public input

- Mr. Hugh Smith, the father of a Parsons Police officer, wanted to thank the City of Parsons for the opportunity it has given to his son.

## **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  
Marty Carrington  
John Odle  
Dale Reynolds  
Linda Taylor  
Jimmy Lynn Walker

### **NOT PRESENT**

Madison Cagle

### **VISITORS:**

Lee Villaflor, City Administrator  
Colleen Lawlor, City Recorder  
Wes Woodward, Public Safety Director  
Rick Wood, City Attorney  
Natasha Varnick, The Newsleader

## **READING OF THE MINUTES OF PREVIOUS MEETINGS BY ADMINSTRATOR, FOR APPROVAL OR CORRECTION:**

Motion: Kevin Cagle to dispense with reading of and approve previous meeting minutes

Second: Marty Carrington

Vote: Approved 6-0 (Madison Cagle absent and not voting)

## **APPROVE FINANCIAL REPORTS THRU JANUARY 2025:**

Motion: Dale Reynolds

Second: John Odle

Vote: Approved 6-0 (Madison Cagle absent and not voting)



# MEETING MINUTES

## REPORTS FROM COMMITTEES, COUNCILMEN, AND OTHER OFFICERS

### A) COMMUNICATIONS FROM THE MAYOR:

- a. Investment Funds – The City of Parsons plans to expand by utilizing the State of Tennessee's Local Government Investment Pool (LGIP) account to maximize returns through higher interest rates, with invested funds remaining liquid
- b. FY2025-2026 Budget Planning Update – The council will receive a projected copy of the new budget next month. The council will approve the first reading in May 2025.

### B) PROJECT UPDATES: Lee Villaflor gave an update on the current projects

- a. ARP Sewer Project (Pipe Bursting): Construction sign has been posted in the grass outside of Parsons Municipal Building. Contractor materials have been delivered to the old Kaddis lot ready to begin this project and is projected to be completed within 4 weeks.
- b. ARP Water Plant Project (Drinking water): A different sized pipe was found and change orders will be submitted. Excess unused funds from the ARP Sewer project can be used to cover any overages on this Water project as both are funded by ARP.
- c. TAM (Tennessee Association of Museums Grant (Municipal Building Roof Replacement)): weather permitting, anticipated construction start date within 30 days
- d. TDOT (Multimodal Grant): No new update
- e. 2024 CDBG (Passive Park): Project is still in design phase with architect
- f. PHMSA Gas Grant: No new update
- g. SRF - 4<sup>th</sup> St Lift Station:
  - i. Approve SRF Loan Documents CWB22 2025-490
    1. Resolution: 03052025-02B
      - a. Motion made by Kevin Cagle to approve this resolution
      - b. Motion seconded by Dale Reynolds
      - c. VOTE: vote by roll call 6 Yes, 0 No, 1 absent and not voting
      - d. Motion passed
    2. Nondiscrimination Policy dated 2/28/2025
      - a. Motion made by Kevin Cagle to approve this updated policy
      - b. Motion seconded by Marty Carrington
      - c. VOTE: vote by roll call 4 Yes, 2 Pass, 0 No, 1 absent and not voting
      - d. Motion passed
- h. FEMA (2019 Hazardous Mitigation) Generator Grant: Letter sent to the White House; no new update

## NEW BUSINESS



# MEETING MINUTES

A) Approve bids on sale of old City Hall

- a. 2 Bids were turned in
  - i. Jeremy and Beth Adams: Letter was written for consideration and bid offer of \$5,000.00
  - ii. Gwen Dale Moody: Bid offer of \$15,000.00 (no letter for consideration was given)

*The city council had further questions on the plans Gwen Dale Moody was wanting to do with the old city hall and decided to hold this approval until next month.*

B) Approve Resolution No. 03052025-01 Tennessee Fire Marshall Office Grant

- a. Motion to approve this resolution was made by Kevin Cagle
- b. Motion seconded by Marty Carrington
- c. VOTE: 6 Yes, 0 No, 1 absent and not voting
- d. Motion passed

C) Approve Annexation (Sanders Property)

- a. Resolution No. 03052025-02 (Adopt a Plan of Service)
  - i. Motion made by John Odle to approve this resolution
  - ii. Motion seconded by Jimmy Lynn Walker
  - iii. VOTE: 6 Yes, 0 No, 1 absent and not voting
  - iv. Motion passed
- b. Resolution No. 03052025-03 (Annexation Resolution)
  - i. Motion made by Dale Reynolds to approve this resolution
  - ii. Motion seconded by John Odle
  - iii. VOTE: 6 Yes, 0 No, 1 absent and not voting
  - iv. Motion passed
- c. First Reading of Ordinance 427 (An Ordinance to Zone Annexed Property)
  - i. Motion made by Kevin Cagle to approve this resolution based on correcting the legal description of this property, per city attorney.
  - ii. Motion seconded by Dale Reynolds
  - iii. VOTE: 6 Yes, 0 No, 1 absent and not voting
  - iv. Motion passed



# MEETING MINUTES

- A) Discuss Blight Program:
  - a. No new updates on this program this month.
- B) Discuss Grice Property:
  - a. Purchased was finalized and the city can gain access to this property as of March 17, 2025 per Elizabeth Carpenter's office.

## ADJOURN

Motion to adjourn meeting made by Marty Carrington. Second by Jimmy Lynn Walker. Vote: All Ayes

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Tim David Boaz, Mayor

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Colleen Lawlor, City Recorder