

**Minutes of the
City Council Work Session
Eagleville City Hall, Eagleville, TN
Tuesday, August 13, 2024 – 7:00 PM**

1) MAYORS WELCOME and CALL TO ORDER

Mayor Chad Leeman the meeting to order at 7:00 p.m.

2) ROLL CALL

The roll was called by City Clerk Katy Sanderson.

PRESENT:

Mayor Chad Leeman

Councilman Jason Blair

Vice Mayor Bill Tollett

Councilman Craig Campbell

Councilman Ryan Edwards

Councilman Brandon Emamalie

ABSENT:

Councilman Chris Hendrix arrived at 7:14 pm.

STAFF:

City Manager Hellyn Riggins

Fire Chief Jonathan Armstrong

City Clerk Katy Sanderson

Police Chief David Breniser

GUESTS:

Charles Waite, Salem Creek Properties

3) DISCUSSION

a. Review of Previous Referral of College Grove Road and Parcels

- i. Review of and Referral to Eagleville Planning Commission of Annexation Request and Plan of Service to Annex Parcels: 120 023.12 (13 approximate acres), 120 023.03 (35 approximate acres), and 120.023.10 (20.21 approximate acres), located on College Grove Road and Within the Eagleville Urban Growth Boundary
- ii. Review of and Referral to Eagleville Planning Commission of Annexation Request and Plan of Service to Annex a Portion of College Grove Road, varying right of way widths from 45 to 60 feet in width and a length of approximately .63 miles from the Intersection of College Grove Road to the Western Boundary of Parcel 120 023.12, within the Eagleville Urban Growth Boundary

City Manager Hellyn Riggins stated there had been a pending commercial application for Salem Creek Properties with Rutherford County for a truss factory on 10 acres (the Scales property) coming out on College Grove Rd. The City's concern was that the state could come back and require a traffic signal to be put in due to the commercial traffic. This put into question whether the City would annex the proposed College Grove property. The Truss Factory application has

since been withdrawn and there will be an application submitted to rezone all 98 acres for Salem Creek Properties. Ms. Riggins recommends moving forward with the Planning Commission on the College Grove Property annexation. Ms. Riggins will be meeting with the College Grove developers this week and Charles Waite of Salem Creek Properties will be in talks with them as well regarding the road responsibility. Ms. Riggins recommends annexing the road directly impacted by the College Grove development first and waiting until the Salem Creek property has submitted an application for annexation and at that time annexing the remainder of the College Grove Road. Ms. Riggins may recommend to re-state how the Council should request the Planning Commission to review the annexation requests.

Mr. Wait stated there is much to discuss regarding the entry into the area as well as other aspects that will be shared between the two developments proposed. He stated that they were prepared to provide some land if the County decided there needed to be a widening of the road.

b. Update on Webb Road/Stephenson Farms 200 Lot Subdivision

Ms. Riggins stated the developers will be back at the September 9th Planning Commission meeting and hopefully will have all the staff notes addressed.

c. Update Land Use Plan

There is a Long Range Planning Committee meeting on August 21, 2024, where the Land Use Plan will be expanded to the City's Urban Growth Boundaries.

d. Set Date for Grand Opening of the Public Safety Center

The Police Department may be able to move in the week of Labor Day. With this in mind, mid to late October seems to be the best choice for the grand opening. After discussion, a Sunday may be the best day of the week to ensure attendance in the community. Ms. Riggins asked that the Council email her this week with dates of availability to be added to the regular Council Meeting agenda on August, 27, 2024.

e. RESOLUTION 2024-010 A RESOLUTION OF THE CITY OF EAGLEVILLE, AUTHORIZING PARTICIPATION IN THE PROPERTY CONSERVATION MATCHING GRANT PROGRAM WITH PUBLIC ENTITY PARTNERS

MS. Riggins stated this is for the information technology (IT) to be installed at the new Public Safety Center. This is something the City is paying for already but the grant will reimburse the City up to \$1,000 of the cost.

f. Update on Paving of New Town Streets

Ms. Riggins received the information regarding the paving today but needs to go over the information. Will Owen, the City Engineer, has given an estimate of cost for the drainage and culverts as well as the paving. Ultimately, the cost depends on the bids that come in however this gives the Council an idea of the cost so the choice can be made to do only the paving or also the drainage. The addition of two culverts will create a ditch that has not existed up to this point. Ms. Riggins requests the Council look over the information provided and advise her when it should be added to the agenda to be voted on. She also thinks it should be added to the next Work Session for further discussion.

g. Update on Park Board

Ms. Riggins stated the Park Board would be holding meetings the second Tuesday of the month at City Hall. The meetings will be posted on the website. MS. Riggins stated the Board is working on several different projects and are invigorated and excited about things happening at the park.

h. Update on Fall Festival

Katy Sanderson stated:

- Registration has a new deadline this year of August 28, 2024.
- Sponsorship dollars last year were approximately \$14,000. So far this year we have \$9,800 in sponsorship with a few large sponsors having not submitted their checks.
- There are a total of 10 golf carts this year for transport including 2 being 6 seaters.
- Vendor numbers up to this point are comparable to the same time last year.
- Entertainment cost may end in being more than last year due to increased pricing in general.
- There are at least 16 new vendors attending so far.
- Hopefully the cost will break even.
- While this event is not a fundraiser, any funds raised above what is spent, go back in to events for the citizens of Eagleville.
- An email will go out to the Council regarding driving a golf cart as well as if anyone would like to have a t-shirt.

Councilman Blair stated he would drive again.

Ms. Riggins praised the events committee for their work. Ms. Riggins stated we were at capacity last year so we know how many booths we have room for.

Once the spots have been drawn on the street, Ms. Sanderson will go to the merchants to allow them to choose their exact spot.

i. *Discussion to hire Greater Nashville Regional Council (GNRC) to manage American Rescue Plan (ARP) Grant

The ARP grant is to look at sewer for the south end of the city. There is a lot of information to process with the grant and if it doesn't get used within the time frame, it must be given back to the federal government.

Ms. Riggins stated within the grant there was funding to hire someone to administer the grant for us. We will be meeting with GNRC August 14, 2024, to confirm the rate and go over expectations. If agreed upon, Ms. Riggins will be bringing a contract back to the Council for approval to hire them.

j. **Discussion to purchase Grill for Park Concession Stand

Ms. Riggins stated that she would be purchasing a grill for the park. The previous vendor brought their own grill so the temporary concession vendor has asked the City to purchase a grill. It wasn't something initially in the budget and for that reason she wanted to Council to be aware.

k. **Discussion of Overall Zoning Compliance of Buildings

Ms. Riggins was asked by two commissioners to have this topic on the agenda. There are two specific properties that were brought up. Ms. Riggins has been working with both owners to bring their violations into compliance.

In one case, there is a letter at the back of the packet from the property owner, Mr. McGill (the cabinet shop). If his proposal is not satisfactory Ms. Riggins can take additional steps. Ms. Riggins and Fire Chief Armstrong have visited Mr. McGill and she told him the Council would be discussing his

property at the next meeting and she would get back to him after the meeting. She explained that this is the last warning he will be given or enforcement action will be taken.

The second property (the Turner building) is being renovated from the inside out. While an area inside the building is being worked on, they are moving equipment out of that area to be stored outside during the renovations. The owner has a plan to make the exterior areas look nice once this has been completed. The council stated that it does look better since the owner brought in the mobile mini containers.

Vice Mayor Tollett mentioned that the roof complaint has been a problem for a while. He also stated that if all businesses were not held to the same standard, that is a problem. Vice Mayor Tollett also stated there was a camper in town with straw underneath that someone appeared to be living in.

Ms. Riggins stated that the lack of enforcement was her fault and she will do better and make zoning a priority from now on. She also mentioned that in the future there would need to be an additional employee brought into the city that could work with Ms. Riggins on planning and codes enforcement. This will especially be needed with the new property developments coming into the city.

Ms. Riggins brought up addressing a property on Cherry Street that is continuing to put off removing trees that are down as well as mowing the property. She has reached out multiple times by phone and in person but the resident has yet to return Ms. Riggins call.

Ms. Riggins explained that she tries to have a face-to-face conversation with residents in violation and if that doesn't get them to rectify the issue, a letter is sent with specific information as to what they can be fined if the violation isn't fixed.

Vice Mayor Tollett asked if there was a way to require vacant businesses in town to be inspected before they were able to be leased in order to establish that they were within the building codes. Ms. Riggins stated she would look into that and get back to the Council.

Ms. Riggins stated there is a letter sent to the Rutherford County Mayor and Commissioners every week on behalf of the tire shop located at 117 S. Main regarding the only usage being tire sales and repair. Today they reached out to Ms. Riggins. The tenants would like to do additional services in the shop. Ms. Riggins explained to them before they were approved for the shop as well as in response to this letter that the zoning usage is what has been approved by the Council and that is why the only thing they can sell or repair is tires. She also warned them that if other types of service are being done in the shop they will be cited for violation of ordinance.

The former Lamp Shop located at 143 S. Main Street was discussed due to the condition. Every time Ms. Riggins or the Mayor speak with a representative of the owner regarding the building, they are told that the owner is working on getting something done. At one time there had been a violation notice posted to the door by the Fire Chief but has since been removed. The Fire Chief and Ms. Riggins will discuss the next steps to be taken.

Vice Mayor Tollett and Councilman Edwards brought up enforcement of ordinances on vacant buildings regarding condition as well as vacancy. Vice Mayor Tollett asked if there was a way for the City to inspect buildings before they were rented to ensure the buildings are compliant to code. Ms. Riggins stated that if the building use does not change, she does not have the authority to inspect. If there are significant changes being made that require a permit, inspections can be done at that time. She will look into international code to determine if there is one that will allow inspections before vacant spaces are rented.

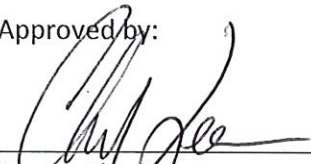
Vice Mayor Tollett also expressed concern about a current business that has issues with electrical among other things. Ms. Riggins stated the tenants can file a complaint against the landlord if they are having issues within the building.

Ms. Riggins stated that she trained in zoning code enforcement and is not a building official. She will reach out to the County building officials to ask if there are inspections to be done before renting properties. She will also speak with Attorney Aymett about the potential to adopt an ordinance to be able to inspect to make sure the buildings are up to code before a new tenant takes over.

4) ADJOURNMENT

Mayor Leeman confirmed there was no further business and adjourned the meeting at 7:57 p.m.

Approved by:



Mayor Chad Leeman

Submitted by:



City Clerk, Katy Sanderson



Date minutes approved