

**Minutes of the  
City Council Regular Meeting  
Eagleville City Hall, Eagleville, TN  
Tuesday, November 21, 2024 – 7:00 PM**

**1) MAYORS WELCOME and CALL TO ORDER**

Mayor Chad Leeman called the meeting to order at 7:30 p.m.

**2) ROLL CALL**

The roll was called by City Recorder Christina Rivas.

**PRESENT:**

Mayor Chad Leeman  
Vice Mayor Bill Tollett  
Councilman Brandon Emamalie  
Councilman Chris Hendrix

**ABSENT:**

Councilman Jason Blair  
Councilman Craig Campbell  
Councilman Ryan Edwards

**STAFF:**

City Manager Hellyn Riggins  
City Recorder Christina Rivas  
Chief David Breniser  
City Engineer Will Owen

Financial Consultant Mike Walker  
City Attorney Stephen Aymett  
Fire Chief Jonathan Armstrong

**GUESTS:**

Will Vaughn

**3) INVOCATION/PLEDGE OF ALLEGIANCE**

Mayor Chad Leeman gave the Invocation.  
Councilman Chris Hendrix led the Pledge of Allegiance.

**4) ADOPTION OF THE AGENDA**

Vice Mayor Tollett moved to adopt the Agenda.  
Councilman Hendrix seconded the motion.  
The **MOTION** passed 4-0.

**5) CITIZENS' INPUT - There were no speakers.**

**6) ADOPTION OF THE CONSENT AGENDA**

- a. Approval of Minutes:
  - Work Session – September 17, 2024
  - Public Hearing – September 24, 2024

Regular Session – September 24, 2024

b. Financial Report – September 2024

Financial Report – October 2024 (If available) – The report was unavailable.

Vice Mayor Tollett moved to adopt the Consent Agenda without the October 2024 Financial Report.

Councilman Emamalie seconded the motion.

The **MOTION** passed 4-0.

7) **MAYOR AND COUNCIL PRESENTATIONS**

City Engineer Will Owen provided a comprehensive update regarding City projects.

Federal Emergency Management Agency (FEMA)

He noted that City Manager Hellyn Riggins has endeavored to address the FEMA findings that were, in his opinion, minor.

Ms. Riggins confirmed that everything FEMA has requested of the City, was submitted.

Consolidated Utility District (CUD)

Mr. Owen stated that he met with CUD to discuss preliminary observations of the treatment plant. He noted that during this meeting the deleterious effects of Fats, Oils and Grease (FOG) to the sewer system and pumps were discussed.

Mr. Owen suggested that the City adopt a FOG program to review restaurants for the proper use of grease traps to deter these elements from entering the sewer system. He explained that an ordinance would be necessary to address and enforce the program.

Ms. Riggins stated that one restaurant was identified as needing to retrofit their filters.

Paving Projects

Mr. Owen stated that paving New Town will begin in late January, early February.

It was clarified that ditch work would be posted as a separate proposal; allowing the Council to choose whether to engage the projects at the same time or separately, dependent upon costs.

Demolition of Former Public Safety Building

Mr. Owen informed Council that he will develop a proposal to demolish the old building and recommended leaving the concrete pads in place until the paving project begins in Spring 2025. He stated that the two paving projects could be completed at the same time.

Mr. Owen recommended the removal of the underground tanks should they be found, though this is not a required measure. He explained that if the lot is to be a parking lot only, the removal is not necessary; however, the City may want to mitigate a potential environmental hazard. He noted that he is uncertain as to what materials are in the tanks and that his understanding was that one tank stored oil and the other stored gas, however this is not a known fact. Mr. Owen further noted that, if the City were to sell the lot in the future, the tanks would have to be removed.

Discussion clarified that:

- If the lot were paved, the possibility of collapse is not anticipated.
- The tanks, if there, are undocumented as there is no record of them with the State.
- The prior owner indicated that there was a hydraulic lift down there; thus, hydraulic fluid may be there, as well.

#### American Recovery Plan Projects/Sewer Projects

Mr. Owen stated that the Tennessee Department of Environment and Conservation (TDEC), approved procurement for sewer projects on October 31, 2024 for exploration and design only. He noted the need to identify and test land for additional drip and disposal areas. He stated that any remaining funds could offset the cost to acquire the land.

Mr. Owen noted that the sewer system for the Eaglecrest subdivision was under utilized as full development of the subdivision did not materialize.

He informed Council that CUD was willing to transfer the Eagle Crest sewer system over to the City. He speculated that the City could use the excess capacity for other areas.

#### Tennessee Department of Transportation

Mr. Owen stated that there was difficulty maintaining forward momentum with this project. He explained that the projects were currently in the design phase and would be ready for approval in early 2025.

He reviewed that the first part of the sidewalk improvements started from the new Fire Hall at 307 N. Main Street to the intersection of North Main Street and Old Highway 99. He stated that Phase 2 had funded and began from the intersection and went south to (new) Highway 99.

Mr. Owen informed Council that they could apply for funding for Phase 3 which encompassed the area from the intersection heading east to Eagleville School on Old Highway 99.

### **8) DEPARTMENT REPORTS**

### Finance Consultant's Report

Finance Consultant Mike Walker informed Council reviewed the financial highlights of the last month, since the completion of the Public Safety Center:

- The second bond for the building closed on November 5, 2025
- The City did not have to borrow the full amount and closed under budget by \$117,000.
- The Debt Service payment each year would be \$266,026 each year.
- The annual budget should increase funds to the Debt Service Fund each year by \$30,000.
- The second bond is financed at 3.625%; the first bond is financed at 2.125%.
- The remaining items to be completed by contractor Hawkins & Price were completed, today.

Mr. Walker noted that it went smoothly and the Grand Opening was well attended.

### City Recorder

City Recorder Christina Rivas stated that there was nothing further to add to her report which was comprised mainly of Items 11e and 11f which she would present, later, in the meeting.

Fire Department

Parks Department

Police Department

Rutherford County Library System

Mayor Leeman noted that the remaining reports were in the packet.

### 9) CITY MANAGER REPORT

It was noted that the City Manager's report was in the packet.

### 10) OLD BUSINESS – There was no Old Business.

### 11) NEW BUSINESS

- \*\* a. ~~Approve or Deny referral of Resolution 2024-012, A Resolution to annex the Scales Property to the Planning Commission.~~  
This item was removed from the agenda after posting.
- b. Approve or Deny Ordinance 2024-006, AN ORDINANCE TO ADOPT AMENDMENTS TO THE CITY OF EAGLEVILLE, TENNESSEE'S ZONING ORDINANCE, BY AMENDING ORDINANCE 2016-009, WITH AMENDMENTS THROUGH OCTOBER 2023 (First Reading)

Vice Mayor Tollett moved to approve Ordinance 2024-006 and refer it to the Planning Commission.

Councilman Hendrix seconded the motion.

The **MOTION** passed 4-0.

- c. **Approve or Deny Ordinance 2024-005, AN ORDINANCE TO ESTABLISH A NEW FEE SCHEDULE FOR THE PARK AND RECREATIONAL FACILITIES OF THE CITY OF EAGLEVILLE. (First Reading)**

Vice Mayor Tollett moved to approve Ordinance 2024-005.

Councilman Emamalie seconded the motion.

The **MOTION** passed 4-0.

- d. **Approve or Deny Ordinance 2024-004 to amend Ordinance 2015-003 Personnel Policies and Procedures; adding Presidents Day and Juneteenth holidays to the City of Eagleville's Observed Holidays. (First Reading)**

Vice Mayor Tollett moved to approve Ordinance 2024-004.

Councilman Hendrix seconded the motion.

The **MOTION** passed 4-0.

- e. **Approve or Deny Resolution 2024-011, A RESOLUTION OF THE CITY OF EAGLEVILLE, TENNESSEE AUTHORIZING PARTICIPATION IN THE CYBER SECURITY MATCHING GRANT PROGRAM WITH PUBLIC ENTITY PARTNERS**

Vice Mayor Tollett moved to approve Resolution 2024-011.

Councilman Emamalie seconded the motion.

The **MOTION** passed 4-0.

- f. **Approve or Deny to direct the City Recorder to pursue non matching grant funds with the State and Local Cybersecurity Grant Program (SLCGP).**

Vice Mayor Tollett moved to approve to the item.

Councilman Emamalie seconded the motion.

The **MOTION** passed 4-0.

- g. **Approve or Deny 2025 City Council Meeting Calendar.**

Vice Mayor Tollett moved to approve the 2025 City Council Meeting Calendar.

Councilman Emamalie seconded the motion.

The **MOTION** passed 4-0.

- h. **Approve or Deny Acknowledgement and Acceptance of the Tennessee Comptroller of the Treasury's Report on Debt Obligation.**

Councilman Emamalie moved to approve acknowledgement and acceptance of the Tennessee Comptroller of the Treasury's Report on Debt Obligation.

## **12) MAYOR'S AND COUNCIL'S CLOSING REMARKS**

Mayor Leeman announced the City's upcoming holiday festivities:

- Wreath Ceremony and Tree Lighting will be held Sunday, December 1, 2024 at 4:45 p.m.

- The Christmas Parade will take place on Saturday, December 7, 2024 at 5:00 p.m.

13) EXECUTIVE SESSION REGARDING LITIGATION

Vice Mayor Tollett moved to go into Executive Session inviting City Attorney Stephen Aymett, Management Consultant Mike Walker and City Manager Hellyn Riggins. Councilman Hendrix seconded the motion.

The **MOTION** passed 4-0.

Council went into Executive Session at 7:59 p.m. and adjourned at 8:10 p.m.

14) ADJOURNMENT

Mayor Leeman adjourned the meeting at 8:11 p.m.

Submitted by:



City Recorder Christina Rivas

Approved by:



Mayor Chad Leeman

Date minutes approved: 12/19/2024