

**Minutes of the
City Council Work Session
Annual Retreat
Eagleville City Hall, Eagleville, TN
Saturday, March 1, 2025 – 9:00 AM**

1) MAYORS WELCOME and CALL TO ORDER

Mayor Leeman opened the meeting at 9:00 a.m.

2) ROLL CALL

The roll was called by City Manager Riggins.

PRESENT:

Mayor Chad Leeman
Vice Mayor Bill Tollett
Councilman Jason Blair
Councilman Chris Hendrix
Councilman Ryan Edwards

ABSENT:

Councilman Craig Campbell
Councilman Brandon Emamalie

STAFF:

City Manager Hellyn Riggins
City Attorney Stephen Aymett

City Engineer Will Owen

GUESTS:

3) DISCUSSION

a. Goals for 2025/2026 and 2025/2030

The Council asked Engineer Will Owen to provide an update on the sidewalk grants (TAP and Multi Modal).

Will Owen stated:

Tap – first phase is on fast track. This is the area between Church Street and Allisona Road. Both sides of the street. Expects to bid the project Spring of 2026. This project is for sidewalks and pedestrian street lighting. Must be ADA compliant. The match is 80/20 but only covers construction.

Multi Modal – This is area between Allisona Road and Highway 99/New Salem; Both sides of the street. Expects to bid the project Spring of 2027. This project is for sidewalks, no lighting. City could add at its expense. Must be ADA compliant. The match is 90/10 and covers design and construction.

Decorative lighting was discussed and if we had a “City” decorative light. Right now, we do not. Subdivisions have used different styles of lighting. We could adopt our own. Engineer Owen suggested we require that subdivision HOAs provide the replacement on the light poles as they can get expensive for us to maintain. City Manager Riggins stated that we do already require subdivision HOAs to pay the electric bill.

b. Parking Lot for former Fire/Police Stations.

Will Owen stated that he is working on the specifications for the demolition. There will be two phases: demo and then paving. This was split into two phases because most paving companies do not bid on demo work, and vice versa. We can have options to have whichever company bids on New Town paving to also bid on this, or we could put out the bidding to a residential contractor who may come in with a cheaper price as we do not anticipate having the parking lot on Main Street in perpetuity.

Vice Mayor Tollett wondered why it was not in the paving project for the Public Safety Center. This was not added because it would have meant moving the police and fire personnel out of the old building before the new building was certified for occupancy. Further, the contractors were not interested in paving the lot. Vice Mayor and Council stressed that they would like the parking lot to be attractive with landscaping. And to have it lighted for safety. City Manager Riggins stated that when parking lot is designed, she may work with Engineer Owen to figure out traffic patterns for city hall as well.

c. ARP Sewer Grant for South of City.

The work is in progress. We have hired GNRC to manage the grant. Property is being reviewed for options for a new STEP. This grant covers finding land, surveying land, and possibly some of the cost of purchase. It does not cover construction of a system.

d. Facades on Main Street

Vice Mayor Tollett mentioned that he had hopes for Façade Improvement Grants. City Manager Riggins will look into the viability of any options. It was also asked of City Manager to work with existing businesses on keeping the fronts of their stores/shops/restaurants clean of clutter.

e. Hummer

City Manager asked about the Hummer and if we could return to the Fed Govt. She was instructed to talk to Police and if it is no longer viable or needed, return to the Fed Govt. It cannot be transferred to another department. It was only given for police needs.

f. STEP System

The arrangement with CUD covers our existing STEP system. Before annexation of new properties, Mayor Leeman, City Manager Riggins and Engineer Owen went to CUD to ask if they would still provide services for newly annexed land. They stated that they would. A plan by developer to install a STEP system (sand filter) was signed by City Manager, and sent to TDEC. Since that time, sand filters are no longer viable options due to lack of materials supporting the sand filters. The developer wants to change to another type of system. CUD is not willing to provide coverage to that development. City Manager Riggins and Engineer Owen will be working with developer to sign off on a new type of system, and will be putting out an RFP/Q for interested parties to manage the new system. It is hoped that this will be a positive experience for CUD to not have more Eagleville systems to maintain. Eventually, it was always intended that Eagleville manage its own system.

g. Employee Retention

The Council would like to see employee retention, particularly in Emergency Services. There has been some turnover in the Police Department for various reasons. The Council would like to explore increasing salaries in those areas. The City Manager was asked to look at this as she prepares her

budget for the 2025/2026 fiscal year. The Council would like to work up to an average retention of five years.

h. Park

The future goals of the parks were discussed. The Council would like to see it improve as a baseball/softball park, while also looking at ways to serve and attract other citizens not interested in baseball/softball. Field three needs to be raised. But before more dirt/money is put into the field, it may be that the field is converted into a smaller field leaving room for other non-ball related spaces. This is an area that the Park Board should study and come back to the Council with ideas. Our new park supervisor can work with the City Manager on this, as well. Minimal options would be adding workout stations to areas of the walking trail. Also, there is significant interest in a pickleball court. The City Manager stated that for this year, there have been no submissions for the concession stand, but there may be a bid to come in late. The Council was not in favor of food trucks in general, nor for the concession stand, but it could be a consideration for the park, if needed. There was an overall consensus that the Park be improved and kept well maintained.

i. Meeting Protocols (open meetings, parliamentary procedure, speaker policy, executive sessions, etc.)

Attorney Aymett presented to the Council a handout "Tennessee Open Meeting Law": Transparency in Government. He went through the handout, explaining sections and allowing Council to ask any questions. He emphasized that sidebar conversations are not appropriate for any council or commission, to follow Robert's Rules of Order as best as we can, and other items mentioned in the handout. Executive sessions can only be held for litigation matters. They should be held at the end of meetings. They are privileged discussions.

j. Other Topics

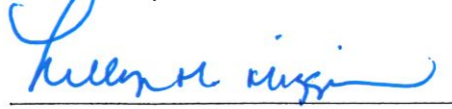
The Council asked City Manager if she could look into Wastequip and the brightness of their lights due to complaints from citizens.

The Work Session adjourned at 1:00 p.m.

Approved by:


Mayor Chad Leeman

Submitted by:


City Manager Hellyn R. Riggins

Date minutes approved: April 24, 2025

Attachments:

TN Open Meetings Law/TN Comptroller of the Treasury