

**Minutes of the
City Council Work Session
Eagleville City Hall, Eagleville, TN
Thursday, August 22, 2023 – 7:00 PM**

1) MAYOR’S WELCOME and CALL TO ORDER

The meeting was called to order by Mayor Chad Leeman at 7:02 p.m. Mayor Leeman thanked Commissioner Joshua James of District 9 for his attendance.

2) ROLL CALL

Roll was called by Acting City Recorder, Katy Sanderson.

COUNCIL MEMBERS

PRESENT: Mayor Chad Leeman
Vice-Mayor Bill Tollett
Councilman Jason Blair
Councilman Brandon Emamalie

ABSENT: Councilman Craig Campbell
Councilman Ryan Edwards

Councilman Hendrix arrived at 7:04 p.m.

STAFF

Hellyn Riggins, City Manager
Katy Sanderson, City Clerk
Mike Walker, Financial Consultant

Jonathan Armstrong, Fire Chief
David Breniser, Police Chief
Stephen Aymett, City Attorney

GUESTS

Commissioner Joshua James – District 9
Roger Jenkins
Rob Molchan

3) DISCUSSION

a) Charter Changes – Resolution 2023-009 to Proceed to Legislature

City Manager Hellyn Riggins stated that prior to moving forward, Municipal Technical Advisory Service (MTAS) advised that a meeting be held with the legislature before amending the City Charter. Ms. Riggins stated that she sought direction from Council and whether they would appoint a liaison to meet with Senator Dawn White, Representative Tim Rudd and Representative Robert Stevens.

She noted that the proposed change would require that a candidate for council must have been an eligible voter for three years prior to running for office. Currently, the requirement is one year as an eligible voter.

As there was no discussion, Mayor Leeman acknowledged that Council was aware of the recommendation.

b) Status of Public Safety Center

City Manager Hellyn Riggins stated that this item was in response to Vice Mayor Tollett's request for an update regarding the Safety Center. Ms. Riggins provided memos from Finance Consultant Mike Walker and Architect James Kennon citing the current progress.

Mr. Walker briefed the Council. He stated that:

- His spreadsheet tracked the monthly spending on the project relative to the budget.
- 5% contingency in the budget which equated to \$261,000.
- The project hit bad soil which required some of the contingency funds.
- \$300,000 of the original loan was paid in July to Wilson Bank & Trust.

c) Status of Cheatham Springs Road Repairs – Emergency Repair

City Manager Hellyn Riggins stated that she and City Engineer Will Owen reviewed the damage and noted that the road was not going to be repaved. Ms. Riggins informed Council that Mr. Owen contacted Austin Brennstuhl for the repairs. Mr. Brennstuhl's proposal was under \$6,000 and included bracing the pavement that had broken away with rocks and repaving those areas. Ms. Riggins requested that Council consider approving the project up to \$6,000 as an emergency expenditure. She noted that Mr. Brennstuhl would be available to begin the repairs next week.

d) Resolution 2023-010 Resolution Authorizing and Providing for the Incurrence of Indebtedness of the Purpose of Providing a Portion of the Cost of Acquiring, Constructing, Enlarging, Improving, and/or Extending its Public Safety Building Facility to Serve an Area Lawfully Within its Jurisdiction to Serve

City Manager Hellyn Riggins stated that this item was to make Council aware that they would need to acknowledge and approve that closing on the loan borrowed from the United States Department of Agriculture (USDA) as soon as the City of Eagleville has acquired the Certificate of Occupancy.

e) Ordinance 2023-006 Request by KZO Franklin Properties, LLC for Annexation of Three Properties (Map 120, Parcels 23.03, 23.10, 23.12),

City Manager Hellyn Riggins stated that KZO requested that the City of Eagleville annex three parcels on College Grove Road. Ms. Riggins informed Council that the Eagleville Planning Commission recommended that consideration be given to the annexation provided that the approvals follow the Webb Road Ordinance. She stated that with the number of changes made for example, to the lot frontage creating a narrower lot, should be referred back to the Planning Commission. She emphasized the importance to have the changes defined prior to beginning the formal annexation process.

A spokesman from Celebration Homes addressed Council, stating his intent to purchase the proposed annexed land from property owner Roger Jenkins. He stated that the changes were

not significant, however a small area of the property would have 75 by 200 foot lots. He emphasized that the lots met the 15,000 square foot requirement for lots.

When asked why the lots would be 75 feet rather than ninety, he stated that it would enable them to "...fit everything in."

It was noted that:

- Lots 54-65 would be 77 foot lots, though 75 feet was requested for flexibility. Additionally, some will be 80 feet upwards of 90 feet.
- Homes will have side entry garages with a third car option, with 10 foot setbacks and a minimum square footage of 2,500.

f) Ordinance 2023-007 Ordinance Amending Ordinances 2014-07 and 2015-05 to Create a Residential Equivalent Unit (REU) Table Requiring Capacity Fees to be Paid According to Use

City Manager Hellyn Riggins stated that the current application fee is \$250.00. She explained that the applications are becoming more complex, often requiring the services of City Engineer, Will Owen, at a cost of \$200 per hour in addition to staff salaries. As a result, Ms. Riggins believes a fee of \$500 is warranted.

Ms. Riggins further explained that commercial users require a higher capacity than residences. She noted that by adopting this fee structure, each user would pay for the amount they use, rather than a flat rate. Financial Consultant Mike Walker stated that these calculations used to assess capacity fees were commonly used as businesses tend to use a greater capacity of sewer.

It was explained that these funds were not revenues, but rather placed into a capital reserve. Thus, the fee, essentially, is buying into the system.

g) Interlocal Agreement Between Rutherford County, Tennessee and the City of Eagleville Regarding Medical Response by Eagleville Fire and Rescue Department

City Manager Hellyn Riggins requested that Council allow the City to move forward with the Interlocal Agreement.

Discussion ensued noting the following:

- The one concern was that the City has one ambulance and the operational aspect of Rutherford County providing a second ambulance as needed, when available.
- City Attorney Stephen Aymett stated that Rutherford County appeared to be acting in good faith
- Councilman Jason Blair stated that the service areas should be defined by a specific number of miles.
- Fire Chief Jonathan Armstrong stated that typically, the service area extends 5 to 6 miles outside of city limits.

Ms. Riggins noted that a commitment had been made when the ambulance station was built, in that one ambulance would remain in Eagleville. She expressed her support for the definition of the service area and that an element of trust was necessary as Rutherford County has made a great effort to work with the City.

City Manager Hellyn Riggins introduced Commissioner Joshua James of District 9. Commissioner James expressed his support for the agreement.

h) Interlocal Agreement Between Rutherford County, Tennessee and the City of Eagleville for Building Inspection Services

City Manager Hellyn Riggins stated that during an audit by the Federal Emergency Management Agency (FEMA), the question of what entity is inspecting the FEMA aspect of the flood ordinance arose. She noted that the agreement was not ready for adoption at this time and requested postponement of the item for a month.

i) City Seal

City Manager Hellyn Riggins stated that various logos have been reviewed. Councilman Emamalie stated that he was in the process of researching the options and cost for a City Seal.

It was decided to defer discussion to the next Council Work Session on September 5, 2023.

4) ADJOURNMENT

Mayor Chad Leeman confirmed that there was no further business to address and adjourned the meeting. The meeting ended at 7:50 p.m.

Approval by:

Mayor Chad Leeman

City Recorder Christina Rivas

Date minutes approved: _____