



# MEETING MINUTES

## **PUBLIC HEARING AND PUBLIC COMMENT:**

Ms. Amber Lackey, Library Director, gave an update on the library.

1. 9,784 patrons have visited the library
2. 14 new programs were introduced in October
3. Training for the staff is on-going to complete hours

No additional comments.

## **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  
John Odle  
Dale Reynolds  
Linda Taylor  
Deborah Walker

### NOT PRESENT

Madison Cagle  
Marty Carrington

### VISITORS:

Lee Villaflor, City Administrator  
Colleen Lawlor, City Recorder  
Wes Woodward and Amber Lackey, City of Parsons  
Danny Haynes and Natasha Varnick, The Newsleader

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

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

Second: Dale Reynolds

Vote: Approved 5-0 (Madison Cagle and Marty Carrington absent and not voting)

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

Motion: Dale Reynolds

Second: John Odle

Vote: Approved 5-0 (Madison Cagle and Marty Carrington absent and not voting)

## **REPORTS FROM COMMITTEES, COUNCILMEN, AND OTHER OFFICERS**

### **A) COMMUNICATIONS FROM OTHER OFFICERS – JOHN ODLE AND LINDA TAYLOR:**

- 1) Speeding and vehicle noise pollution complaints are being reported to council members needing addressed.



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- 2) Abandoned homes are being used by squatters. A trailer that is vacant was being used by squatters. The property owner called the police department when he was made aware of this.

The Police department will monitor closer to these situations and issue more citations to keep the community safe. The City of Parsons will offer the Blight Program this year as well and this property is a perfect example of why the city has this program. It is also the property owner's responsibility to ensure that vacant and abandoned properties are secure, free from debris to deter squatters from going unnoticed.

## **B) GAS DEPARTMENT VEHICLE UPDATE - LEE VILLAFLO**

The Gas Department acquired two used CNG trucks from Paris Public Utility District through Govdeals.com

- 1) 2014 F150 CNG. Purchase price: \$6806.25
- 2) Currently bidding on 2017 F150 CNG. Online auction closes tonight right after the council meeting.

## **C) PROJECT UPDATES:** Lee Villaflor gave an update on the current projects.

- a. ARP Sewer Project (Pipe Bursting): TLM will schedule inspection on this project.
- b. ARP Water Plant Project (Drinking water): TLM will schedule inspection on this project.
- c. TDOT (Multimodal Grant): Final ROW plans under review at TDOT. TDOT has approved permit certification.
- d. 2024 CDBG (Passive Park): TLM and architect continued work on construction plans and specifications. The project remains on schedule to be submitted to CDBG by October 23, 2025.
- e. PHMSA Gas Grant: No new update
- f. SRF - 4<sup>th</sup> St Lift Station: In review process. Nothing is needed; TLM is still waiting for SRF approval. TLM revised the Sewer Use Ordinance. TLM is drafting an Industrial Discharge Enforcement Policy.
- g. FEMA (2019 Hazardous Mitigation) Generator Grant: No new update.
- h. TN Arts Grant (Hanger Roof Repair and Pavillion Installation): City received an additional \$17,000.00 on this grant totaling \$119,000.00 with no match. A revised budget was submitted as per grant policy. Title VI has been completed. Waiting on new amended contract to complete and release funds.
- i. BCBS Healthy Place Grant: No new update.
- j. Sanders Property: Equipment has been dropped on this property to get ready to cut down the timber. This project is projected to be completed by middle of November, weather depending.



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## NEW BUSINESS

- A) Approve Resolution No. 10062025-01: A resolution to authorize application for the Transportation Planning Grant (TDOT).
- Motion made by Dale Reynolds to approve this resolution as presented
  - Motion seconded by John Odle
  - Vote: Approved 5-0 (Madison Cagle and Marty Carrington absent and not voting)
  - Motion passed
- B) GSM demolition update: (Emergency purchase)
- 20+ agencies involved (insurance, attorneys, etc.)
  - City of Parsons insurance agency closed our claim this morning
    - Investigations complete
    - Evaluations completed
  - Waiting for GSM insurance to close their claims before demolition can begin.
  - All agree that this will be an emergency demolition because of current hazards
  - The City of Parsons contacted several qualified contractors to determine their interest in submitting quotes for the demolition of the remaining GSM structures.
  - Best and lowest quote:
    - Circle M Construction for \$65,000.00
    - They have the required liability insurance and a contracting license.
    - Circle M Construction is ready to begin when they have the approval to proceed.
    - Once demolition begins, it won't take long to clear this property and Air-Evac can return and re-establish their services.

## OLD BUSINESS

- None

## ADJOURN

Motion to adjourn meeting made by Dale Reynolds. Second by John Odle. Vote: All Ayes

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Tim David Boaz, Mayor

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Colleen Lawlor, City Recorder