



MEETING MINUTES

PUBLIC HEARING AND PUBLIC COMMENT:

Mayor Boaz opened public comment at 5:45PM. Mayor Boaz gave an Ice Storm Update. Mayor Boaz gave recognition to all the City of Parsons workers during this state of emergency – “They did a great job!”

He showed pictures of:

- 1) The Natural Gas Pipeline heater at the gate station on Largo. He reported by having this heater in place, the city did not lose gas due to sub-freezing temperatures.
- 2) The fixed generator at the intake location at the Tennessee River. With the power outage, this generator ran to give continuous pumping ability from the river to the water plant.
- 3) The rented generator that was in place before the storm hit. This generator ran about 5 hours before power was restored to the water plant. Because this was already located on site, City of Parsons had no water loss due to power outage.

Lee Villaflor also brought up a new grant the City of Parsons will be applying for in April 2026. The city wants to finish the memorial/liberty park that is in the south lawn at the Municipal Building. The city plans to apply for an LPRF grant, like one that was done in the past at the Parsons Regional Park. More details will be presented at the next council meeting.

Mayor Boaz closed Public Comment at 6:00PM to start the council meeting.

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; six council members were present, and one was absent; quorum was established.

PRESENT:

Kevin Cagle
Marty Carrington
John Odle
Dale Reynolds
Linda Taylor
Deborah Walker

NOT PRESENT

Madison Cagle

VISITORS:

Lee Villaflor, City Administrator
Colleen Lawlor, City Recorder
Rick Wood, City Attorney
Wes Woodward, Public Safety Director
Danny Haynes and Natasha Varnick, TNL
Noah Poynter, Parsons Police Department



MEETING MINUTES

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

Motion: Dale Reynolds to dispense with reading of and approve of previous meeting minutes

Second: Marty Carrington

Vote: Approved 6-0 (Madison Cagle, absent and not voted)

APPROVE FINANCIAL REPORTS THRU DECEMBER 2025:

Motion: Kevin Cagle

Second: Dale Reynolds

Vote: Approved 6-0 (Madison Cagle, absent and not voted)

REPORTS FROM COMMITTEES, COUNCILMEN, AND OTHER OFFICERS

- A) **PROJECT UPDATES:** Lee Villaflor gave an update on the current projects.
- a. ARP Sewer Project (Pipe Bursting): no new update
 - b. ARP Water Plant Project (Drinking water): Final inspection was performed. The contractor is addressing items noted during the final inspection
 - c. TDOT (Multimodal Grant): City of Parsons sent out certified letters to landowners associated with this project letting them know about this project for ROW. TLM received Plats and Descriptions from the Surveyor. TLM continued to work on the Construction Plan for submission for the final review.
 - d. 2024 CDBG (Passive Park): Project has been issued for bidding. Bid date is set for February 25, 2026.
 - e. PHMSA Gas Grant: No new update
 - f. SRF - 4th St Lift Station: Bids were opened. Awaiting Board approval of bids to proceed with project. Council will vote to approve bid award resolution tonight. Seven bids were turned in. Lowest and best bidder was Delta Contracting Company, LLC for \$1,195,790.00.
 - g. FEMA (2019 Hazardous Mitigation) Generator Grant: No new update from FEMA. City Council gave approval for Lee Villaflor to price out a generator for the Water Plant. The city may have to forgo pursuing this 2019 grant and buy a generator out of capital outlay to ensure water is not dependent on electrical outages.
 - h. TN Arts Grant (Hanger Roof Repair and Pavillion Installation): no new update
 - i. LPRF Grant – Memorial/Liberty Park at Parsons Municipal Building: The City plans to apply for an LPRF to help fund a memorial/liberty park at City Hall.



MEETING MINUTES

B) Lift Station Update – Glen Rich Drive

Lee Villaflor also gave an update on the failing Lift Station located on Glen Rich Drive. This lift station is malfunctioning and is not fixable due to priming issues. We are having to go there between three and five times per day to manually pump. This is an emergency as repair costs are rising and will meet and/or exceed purchasing a new lift station. Tim Odle, Utilities Director, has reached out to Gulf States Engineering. They sell Flight Lift Stations. We replaced the main lift station with a Flight Lift Station and have not had any issues with it since, and with council approval, we would like to purchase a Flight Lift station to replace the current one that is gone bad – DUE TO EMERGENCY, health and sanitary purposes.

- a. Total price to replace is \$204,000.00 (that includes contractor installation)
- b. The city would be required to pay ½ up front and pay the remaining balance when complete – which will be in the next fiscal year.
- c. Funds are available in Capital Outlay this FY and can be placed in the budget for next FY.
- d. Kevin Cagle made a motion to approve this emergency request as presented
- e. Deborah Walker seconded the motion
- f. Vote by Roll Call: 6 ayes, 0 opposed (Madison Cagle absent, not voting)
- g. Motion passed unanimously

NEW BUSINESS

- A) Approve First Reading: Ordinance – An Ordinance to Amend the City of Parsons Sewer Ordinance
 - a. Did not vote at this meeting, ordinance was with legal being prepared. Will re-present next month to vote on.

- B) Approve: Resolution Awarding the Construction Contract for Parsons New West 4th Street Sewer Lift Station
 - a. Motion to approve this resolution as presented made by John Odle
 - b. Motion seconded by Dale Reynolds
 - c. Vote by Roll Call: 6 ayes, 0 opposed (Madison Cagle absent, not voting)
 - d. Motion passed unanimously



MEETING MINUTES

OLD BUSINESS

- A) Approve Second Reading: Ordinance – An Ordinance to Amend the Municipal Zoning Ordinance for Parsons, Tennessee: Adopting New Standards for Manufactured Homes
- Motion to approve this ordinance as presented made by Dale Reynolds
 - Motion seconded by John Odle
 - Vote by Roll Call: 6 ayes, 0 opposed (Madison Cagle absent, not voting)
 - Motion passed unanimously

ADJOURN

Motion to adjourn meeting made by Marty Carrington. Second by Deborah Walker. Vote: All Ayes

Tim David Boaz, Mayor

Colleen Lawlor, City Recorder