City of Parsons
Regular Council Meeting
Parsons Municipal Building – City Council Room
Monday, April 6, 2026

MEETING MINUTES

PUBLIC HEARING AND PUBLIC COMMENT:
Mayor Boaz opened public comment at 5:40PM. Dr. Kelli Deere, Director of UT Martin Parsons Center, provided a status report during the public comment.

1) Dr. Deere thanked Mayor Boaz for the opportunity to speak tonight
2) "Education is the key that unlocks the golden door to freedom"
3) There are many things that make UT Martin special, but UTM Parsons would not be here if it wasn't for Mayor Boaz. He had the vision for the UT Martin Parsons Center and brought a very special man on board, Mr. Ayers. Former Chancellor Nick Dunagan retold the story to Dr. Deere that the inception of the college was written on a dinner napkin at a dinner meeting that was held by the City of Parsons.
4) The Parsons Center has graduated a total of 885 graduates since opening in 2007. These graduates are now teachers, nurses, nurse doctorates, social workers, counselors and business leaders. They're making a difference in our community.
5) UTM Parsons has degrees in nursing, social work, criminal justice, interdisciplinary studies, Ag business, business management, education and psychology.
6) Dual enrollment is offered to local high school students free of charge. 10 general study classes are approved. Textbooks are provided for these students by the Parsons Decatur County Higher Education Foundation. There are currently 90 dual enrollment students attending UTM Parsons.
7) Spring 2026 UTM Parsons had 326 students. Fall 2025 UTM Parsons had 400 students, the highest enrollment numbers.
8) In 2014, UTM Parsons added the West Tennessee Healthcare Nursing Foundation Wing. Next year the center will have two enrollment windows for the nursing program – fall and spring.
9) The Chancellors strategic plan, because of increased enrollment, we are anticipating building a new addition to meet the needs of the center by adding additional classrooms, multi-purpose classrooms and additional testing facilities.
10) The center has produced great nurses and teachers with both having 100% passing rate!
11) The center now offers the residual ACT test and PRAXIS test.
12) Kids College and Robotics Camp will be held this summer.
13) New student orientation will be on August 6, 2026.
14) There are several groups to be involved with – Skyhawks for Jesus, Skyhawks Summit Group, Student Nursing Association, and social work organizations.
15) The students are so blessed with the help from the Ayers Foundation and the Parsons Higher Education Foundation (PDCHEF). PDCHEF provides for all students a kickstart scholarship for their incoming year.

Tom Leitch with Parsons Decatur County Higher Education Foundation also spoke. Mayor Boaz and UTM Parsons Director Dr. Deere has both done an amazing job bringing in and growing the college!
Mayor Boaz closed Public Comment at 6:00PM to start the council meeting.

MEETING MINUTES

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:	NOT PRESENT	VISITORS:
Kevin Cagle	Marty Carrington	Lee Villaflor, City Administrator
Madison Cagle		Colleen Lawlor, City Recorder
John Odle		Rick Wood, City Attorney
Dale Reynolds		Wes Woodward, Public Safety Director
Linda Taylor		Danny Haynes, TNL
Deborah Walker		Charles Taylor, Dec Co Chamber of Commerce
		Dr. Kelli Deere, UTM Parsons
		Tom and Sherry Leitch
		Thomas Tharpe

3) READING OF THE MINUTES OF PREVIOUS MEETINGS BY RECORDER, FOR APPROVAL OR CORRECTION:
Motion: Madison Cagle to dispense with reading of and approve of previous meeting minutes
Second: Dale Reynolds
Vote: Approved 6-0 (Marty Carrington, absent and did not vote)

4) APPROVE FINANCIAL REPORTS THRU FEBRUARY 2026:
Motion: John Odle
Second: Dale Reynolds
Vote: Approved 6-0 (Marty Carrington, absent and did not vote)

5) COMMUNICATIONS FROM THE MAYOR

a. Imagination Library Contribution Request – Decatur County Schools

The city was asked to contribute $1.30 per child, per month to cover postage for children who live inside of the city limits for this program to continue. City of Parsons would be financially responsible for 92 children who currently are enrolled in this program. Total amount per year would be $1435.20

Motion made by Kevin Cagle to approve adding this line item in the Library department to next FY Budget to pay postage for children who live in the city limits to receive books from this program.

Motion seconded by Deborah Walker

Vote by Roll Call: approved 6-0 (Marty Carrington, absent and did not vote)

b. Water Plant Operations and Efficiency Report

When Mayor Boaz came into office in 2002, the cost to make water was $9.00 per 1,000 gallons, which was expensive and inefficient. Through efficiency producing and managing the Water Plant operations in a fiscally sound manner, the cost per water production now is $3.00 per 1,000 gallons. This has saved the citizens of Parsons an estimated amount of $2,160,000.00 per year, allowing property taxes and utility rates to stay low and affordable. *Over the past twenty years, the total savings have been $43,200,000.00!*

Kevin Cagle would like to keep the city council open to purchasing a fixed generator for the Water Plant in case of an extended power outage emergency, in addition to seeking funds from the previous FEMA grant that we have been waiting for, for years to get approval on. Mayor Boaz and Lee Villaflor met with Congressman Matt Van Epps regarding this and are hopeful we will see movement soon.

6) REPORTS FROM COMMITTEES, COUNCILMEN, AND OTHER OFFICERS

a. Discuss Military Deployment Policies

No vote tonight, this item may have to be brought back up in the future.

b. 2026 Ice Storm Fern Update

Lee Villaflor will meet with FEMA on Wednesday to file claims for reimbursements during this storm.

7) 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): Project closeout ongoing.
c. TDOT (Multimodal Grant): Initial contact forms have been submitted to the city for landowners to review and sign as the city meets with them to discuss easements needed for the project. The excess land application is under review at TDOT. TDOT has reached out, stating excess land may not be required for this project since it's multimodal project. TLM is coordinating with utilities regarding conflicts and is developing resolutions as part of the utility certification process. TLM continues to work on the Construction Plan with plans to submit preliminary construction plans in 1-2 months.
d. 2024 CDBG (Passive Park): TLM and RSA are currently redesigning plans to resubmit to ECD for approval. TLM will issue the revised plans to the contractor in early April for rebidding. The bid opening date is still to be determined as of now.
e. PHMSA Gas Grant: No new update
f. SRF - 4th St Lift Station: SRF has approved the bid. The Preconstruction meeting is scheduled for April 9, 2026, at 1:00PM.
g. FEMA (2019 Hazardous Mitigation) Generator Grant: Mayor Boaz and Lee Villaflor met with Congressman Matt Van Epps regarding this, and are hopeful we will see movement soon

MEETING MINUTES

h. TN Arts Grant (Hanger Roof Repair and Pavillion Installation): The contractor started anchor foundations today. The city will start building the pavilion once the foundations are set and ready.
i. LPRF Grant – Memorial/Liberty Park at Parsons Municipal Building: no new update

NEW BUSINESS

a. Approve Resolution 04062026-01: Authorizing the submittal of an application to the Tennessee Department of Environment and Conservation, Recreation Services Division regarding the Proposed FY2026 Local Park and Recreation Grant Program
    a. Dale Reynolds made a motion to approve this resolution as presented
    b. Madison Cagle seconded the motion
    c. Vote by Roll Call: 6 ayes, 0 opposed (Marty Carrington absent, not voting)
    d. Motion passed unanimously

b. Approve Fire Department Bids – Project #1 (TN Fire Marshall Grant):
    a. Two vendors sent in bids for this project
        i. Safe Industries: $46,815.00 – complete list of all items, includes MSA items
        ii. AERT: $39,350.00 - complete list, less MSA items
    b. John Odle made a motion to approve Safe Industries as winning bid as presented
    c. Deborah Walker seconded the motion
    d. Vote by Roll Call: 6 ayes, 0 opposed (Marty Carrington absent, not voting)
    e. Motion passed unanimously

c. Approve Fire Department Bids – Project #2 (Capital Outlay Purchase):
    a. Two vendors sent in bids for this project
        i. Safe Industries: $29,902.00 – complete list of all items, includes MSA items
        ii. AERT: $8419.72 - complete list, less MSA items
    b. John Odle made a motion to approve Safe Industries as winning bid as presented
    c. Deborah Walker seconded the motion
    d. Vote by Roll Call: 6 ayes, 0 opposed (Marty Carrington absent, not voting)
    e. Motion passed unanimously

d. Approve Annual Gas Line Extension contract bids advertisement:
    a. Dale Reynolds made a motion to advertise for bids for gas line extensions
    b. Madison Cagle seconded the motion
    c. Vote: 6 ayes, 0 opposed (Marty Carrington absent, not voting)

MEETING MINUTES

e. Approve First Reading: Ordinance – An Ordinance to Amend the City of Parsons Gas Codes Ordinance – for line extensions
    a. Kevin Cagle made a motion to approve this ordinance as presented
    b. John Odle seconded the motion
    c. Vote by Roll Call: 6 ayes, 0 opposed (Marty Carrington absent, not voting)
    d. Motion passed unanimously

OLD BUSINESS

f. Approve Second Reading: Ordinance – An Ordinance to Amend the City of Parsons Sewer Ordinance
    e. Kevin Cagle made a motion to approve this ordinance as presented
    f. Deborah Walker seconded the motion
    g. Vote: 6 ayes, 0 opposed (Marty Carrington absent, not voting)
    h. Motion passed unanimously

ADJOURN

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

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Tim David Boaz, Mayor

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Colleen Lawlor, City Recorder