



# TOWN OF ASHLAND CITY

## Regularly Scheduled Workshop Meeting

### March 03, 2020 6:00 PM

### Minutes

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#### **CALL TO ORDER**

Mayor Allen called the meeting to order at 6:00 p.m. and declared a quorum.

#### **ROLL CALL**

##### **PRESENT**

Mayor Steve Allen  
Vice Mayor Daniel Anderson  
Councilman Tim Adkins  
Councilman Gerald Greer  
Councilman Chris Kerrigan  
Councilwoman Lisa Walker

##### **ABSENT**

Councilman Roger Jackson

#### **APPROVAL OF AGENDA**

A motion was made by Councilman Adkins, seconded by Councilwoman Walker, to approve the agenda as written. Motion passed unanimously by voice vote.

#### **APPROVAL OF MINUTES**

1. Workshop Meeting Minutes 2-4-2020

A motion was made by Councilman Adkins, seconded by Councilman Kerrigan, to approve the 2-4-2020 meeting minutes as written. Motion passed unanimously by voice vote.

#### **REPORTS:**

2. Fire, Codes, and IT Report

Chief Walker stated that there was no damage after the storms, just a few barges loose. He stated the department was busy last month and they broke a record receiving 12 calls in one night. He also stated that they got the roof on Station II. and ordered the parts for both ladder trucks that are down. Chief Walker stated that Mr. Justin Short is doing well with codes. He stated Mr. Short left hangers on seven (7) residences for vehicles that were not tagged. Chief Walker stated that the Arbor Loop subdivision was originally planned as a PUD (planned unit development) and the owners would own the footprint of the building. He stated the builder changed his mind and now wants individual lots. Chief Walker stated that there have been a lot of questions and calls about rezoning Highway 12 at the county line.

3. Police Department

Chief Ray stated the department has been busy. He stated all promotions are done and everyone is working.

4. Court Department

Mayor Allen stated that Ms. Anita Justice is not here tonight.

5. Senior Center

Ms. Melissa Womack stated that a few of the public works guys enclosed an office space at the center and they did an excellent job. She stated that Chef Marc Anthony will be a special guest at the center as part of his tour across America preparing and serving healthy meals. She stated this event will be open to the public and it will take place on April 30, 2020 at 6:00 p.m. Ms. Womack stated that seating is limited so if anyone is interested in attending to call the center to RSVP.

6. Parks Department

Mr. Scott Sampson presented council with a list of events. He stated there was almost an event scheduled for every weekend in April. Mr. Sampson stated he is wanting to put a stage cover over the stage at Riverbluff Park. He stated he got two quotes, the second quote came from Summertown Metals for a 40ft x 30ft building. Mr. Sampson stated that if council is interested in going forward, he would need to get a third quote. He stated it would save a lot of money in the long run because renting a stage and sound system for Summerfest last year cost \$4500.00 for 5 days. Mr. Sampson stated if we have it done now it could be done in 3-4 weeks and if we wait until summer it would take 10-12 weeks.

7. Public Utilities/Works

Mr. Clint Biggers stated that everything was good. He stated that there was some high water on Fairgrounds Road and the water plant took a hit. He stated that 2 of the 3 turbidity meters did not get up and going. Mr. Biggers stated that water taps have picked up and the contract is up with Clarke power Generators and needs to be renewed. Chief Walker stated all Clarke Power Generator contracts need to be renewed. Mr. Biggers asked if it could be put on the agenda for next week. He stated the money is already budgeted and the price has not changed.

8. City Recorder

Ms. Kellie Reed stated that she has finished up the Community Development Block Grant and should hear something in August or September. She stated she has been doing interviews for open positions and they have a new employee starting on Monday with Public Works. She also stated there is one more position to fill there. Ms. Reed stated that she also did interviews for the position with the Senior Center, but they will have to put the advertisement back out. She stated there will also be a position open with at the Water Treatment Plant soon.

9. Financial Manager

Ms. Gayle Bowman presented council with the Fund Balance Report. She stated that there were 196 phone calls to water customers with 29 cutoffs and 2 accounts disconnected. She stated property taxes for 2019 were \$912,604.00 and they are down to \$62,668 outstanding. Ms. Bowman stated the department had Servline training today and the line item will now show up on the customer's bill. She stated the last electrical permit was sold on February 18, 2020.

**OLD BUSINESS:**

10. Ordinance: Fiscal Year 2019-2020 Budget Amendment #2

Ms. Reed stated that this would be the 2nd and final reading to add the salary study, traffic signal, and the traffic school material cost increase.

11. Ordinance: Amending Title 15: Rules of Road

Ms. Reed stated this would be the 2nd and final reading. Ms. Jennifer Noe recommended to add this verbiage into the Title.

12. Ordinance: Updating Title 18 Chapter 1: Section 7: 18-107

Ms. Reed stated this would be the 2nd and final reading to change verbiage and title to reflect the insurance policy taking over leak adjustments.

13. Ordinance: Title 2, Chapter 2: Parks and Recreation Advisory Board

Ms. Reed stated this would be the 2nd and final reading. She stated it was established by a resolution but MTAS stated that it needs to be part of the title.

14. Resolution: Employee Manual Updates

Ms. Reed stated that this was talked about at last budget meeting. She stated that this would remove all verbiage out of the employee manual and add it to the payroll policy under wage and salary.

15. Josh Wright Building Presentation

Mr. Josh Wright presented the floor plan for the new City Hall. He stated Mayor Allen met with all the department heads and they came up with a good plan. Mr. Wright explained the diagram and stated it was a little over 16,000 square feet. Further, that the space is multi-purpose and it can be rented out to the public for events. Mr. Wright stated that if council was happy with the floor plan he would get an external rendering to present to council. He stated that once council was good with the external rendering he can get the ball rolling on building. Councilman Greer

asked when he could have that rendering to present. Mr. Wright stated he could have it at the next workshop meeting.

#### **NEW BUSINESS:**

16. Ordinance: Rezone Map 64 Parcel 11.01- Highway 12 South and Caldwell Road  
Mayor Allen stated this was a 1st reading recommended by planning commission. Ms. Reed stated that this was originally a commercial rezone, but it was reviewed several times in planning commission. She stated that the builder is now wanting a planned unit development (PUD) overlay and the final plat would have to be approved by planning commission. Chief Walker stated that it can only be used as professional office spaces. Mr. Bates, a resident of the neighborhood, expressed concerns about how it has affected their homes. He stated that since they have started moving dirt the yards of surrounding residents are flooding and the noise from the highway has increased. Mr. Bates asked if the residents were able to vote to keep this property as a residential property since it was the first thing people would see when coming into town. Chief Walker stated that the Town could not tell the property owner what he could do with the land, but that there is a public forum during Council meeting next Tuesday that the residents could speak at and express their concerns.
17. Pickleball Discussion  
Mr. Sampson stated that this is a growing sport and it can be played on a tennis court. He stated that a resident approached him about converting one of the local courts into a Pickleball court. Mr. Sampson stated he is not against the court, just against it at that location. Mr. David Hart, an engineer at A.O. Smith and non-faculty Cheatham County High School coach, stated that if the lines on the court are changed it will confuse the kids. He stated that two teams, Cheatham County High School and Sycamore High School, currently use the courts for matches and if one court is changed it would cause those matches to last more than six hours. He further stated that if we change the court, Sycamore will no longer use the court and would have to travel. Councilwoman Lisa Walker stated that it would be beneficial to explore the costs and a site for a court in town.
18. Resolution: TOSHA Occupational Safety and Health Program Plan  
Ms. Reed stated that it is required to update every six to seven years or so and she received a notice stating it was time to update. She stated we have been required to update the policy regularly since 1972.
19. Resolution: Wage and Salary Policy  
Ms. Reed stated this is moving wage and salary from the employee manual to the wage and salary policy and updating the pay table. She stated it would add the position for the Mayor Assistant.
20. Resolution: Charter Changes  
Ms. Reed stated this is to change Financial Director in the charter. She stated she will be meeting with Ms. Noe on the changes to ensure everything is correct.

#### **SURPLUS PROPERTY NOMINATIONS:**

None.

#### **EXPENDITURE REQUESTS:**

21. Cheatham County Enhancement Coalition Half Marathon Sponsorship  
Ms. Womack stated the Senior Center would like to sponsor the Governor's Healthier Tennessee Program: Walk Across Tennessee. She stated that it would cost two hundred and fifty dollars (\$250.00) and it is already in the budget. Ms. Reed stated that the Comptroller requires certain things for a sponsorship; Council would have to approve the expenditure and any nonprofit contribution has to follow certain guidelines.

#### **OTHER.**

Vice Mayor Anderson presented a list of donation levels for the Veterans Memorial Park and asked for thoughts from the council. Chief Walker stated that this would not be disturbing anything so they plan to

issue a permit. Vice Mayor Anderson stated they received 1 diamond donation already. Councilman Kerrigan stated it would be a great opportunity. Ms. Reed stated if we can pay the company directly for the monument, we can eliminate a lot of the red tape.

**ADJOURNMENT**

A motion was made by Councilman Kerrigan, seconded by Vice Mayor Anderson to adjourn the meeting. All approved by voice vote. Meeting adjourned at 7:29 p.m.

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MAYOR STEVE ALLEN

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CITY RECORDER KELLIE REED, CMFO, CMC