



TOWN OF ASHLAND CITY
Regularly Scheduled Workshop Meeting
January 05, 2021 6:00 PM
Minutes

CALL TO ORDER

Mayor Allen opened the meeting at 6:01 p.m. stating, "I am Steven Allen, Mayor for the Town of Ashland City, and I hereby call to order the January 5, 2021 Workshop Meeting for the Town of Ashland City. Due to the COVID-19 pandemic, and in accordance with Governor Bill Lee's Executive Order, this meeting is being conducted with limited physical public access. The meeting is being made available however to public via live video stream on the Zoom application. The meeting is being done by electronic means to protect the public health, safety, and welfare of the City's citizens in light of the COVID-19 pandemic."

ROLL CALL

PRESENT

Mayor Steve Allen
Vice Mayor Daniel Anderson
Councilman Tim Adkins
Councilman Gerald Greer
Councilman Roger Jackson
Councilman Chris Kerrigan

APPROVAL OF AGENDA

A motion was made by Vice Mayor Anderson, seconded by Councilman Greer, to approve the agenda. All approved by voice vote.

APPROVAL OF MINUTES

1. December 1, 2020 Workshop Meeting Minutes

A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to approve the December 1, 2020 Workshop Meeting Minutes as written. All approved by voice vote.

REPORTS

2. Fire, Codes and IT Report

Chief Chuck Walker stated everyone should have received a copy of the reports, but there hasn't been anything out of the ordinary. Vice Mayor Anderson questioned if they are putting tall, skinny houses at the top of North Poole Street. Chief Walker responded the one by Mr. Hadley's house is two (2) duplexes. Councilman Jackson questioned the water runoff and stated they will have to do something to make sure it does not run off on his land. Chief Walker stated he will get with Jason to check on this tomorrow. Councilman Jackson questioned what they are putting around the playground at Station II. Chief Walker responded it is the shade structure. Councilman Jackson stated he thought it would have been smaller and wrapped in rubber and is concerned about the safety of the kids. Chief Walker stated the engineer required the 10x10 posts because of the size of the structure, but to give it time and it will look good.

3. Police Department

Chief Kenny Ray stated everything is going well and no one is out sick; however, they did have quite a bit go on during the holidays. Councilman Greer questioned discussing the issues with the Hookah Bar and when they will be able to discuss that further. Chief Ray responded next week at the Beer Board meeting this will be discussed further.

4. Court Department

- Mr. Derek Noe stated Ms. Anita Justice was having some connectivity issues, but is watching the meeting online.
5. Senior Center
Mayor stated Ms. Melissa Womack is out right now and will not be on the call this evening.
 6. Parks Department
Mr. Scott Sampson stated from the Eagle Pass section of the trail they have added four (4) benches and one (1) swing that are spaced out. He further reported there will be a crane out at Fire Station II. to set up the tresses for the shade structure on Friday. He stated the flagpole at Riverbluff Park has been replaced. Vice Mayor Anderson questioned the lower ball field at the Elementary School and if the work that is being done is going to cause drainage issues. Mr. Sampson stated he has noticed since the work began the field is staying wet, but he has not spoken to anyone about this.
 7. Public Utilities/Works
Mr. Clint Biggers stated he will go by tomorrow to speak with someone with Wright Brothers to see about getting that issue corrected. He further stated everything is going well, but he has one still out with COVID. They have had four (4) or five (5) water leaks, but nothing major. He reported they are working on taking down the Christmas decorations and knocked out an item on the ADA transition list.
 8. Financial Director
Ms. Gayle Bowman stated she sent out some reports to everyone and further discussed the reports sent out and the status of the Tennessee Cares Act grant. She reviewed the TCRS project numbers. She also reported Alicia has now received her CMFO certification. Councilman Jackson questioned if we are going to get any more money for COVID-19. Ms. Bowman responded we have not received anything in writing at this time, further the last one went by population and we were only eligible for seventy-thousand dollars (\$70,000) with the last grant. She further discussed she submitted more than this cap for reimbursement in case there is money left over in the grant the state may fund some of this request.
 9. City Recorder
Ms. Kellie Reed stated in the email you received from Ms. Gayle today you will find a form titled CT0253 and this form is the debt obligation form filed by Bass, Berry, and Sims and turned in to the comptroller's office for the fire truck purchase. She stated we are required to present copies to council. She stated she spoke with USDA and got an update on the loan and grant for the construction of the City and Fire Hall projects. Further, Josh Wright has turned in the architecture report and the engineers with USDA are currently reviewing this report. They will have thirty (30) days from the day it is turned in to respond and it was turned in about a week ago. The environmental study is moving right along and Kent Evetts with CSR should have both reports completed by the end of next week. The Native American Tribe has a waiting period of thirty (30) days and we are about a week into that timeframe. Ms. Reed informed the Council there will be a Beer Board meeting next week prior to the Council Meeting for the violations from the sting operation and a violation from the Midnight Lounge. Vice Mayor Anderson questioned the funding for the Sewer Treatment Plant and where we were. Ms. Reed reported it is moving right along and the money has already been obligated and locked in. She further stated we are really close and she anticipates closing on this loan soon.

OLD BUSINESS

10. Council Vacancy Discussion

Ms. Reed stated we discussed this last month and deferred it to this month. She questioned if Council would like whoever is appointed to be sworn in immediately or if council would like them to take their position in February. Councilman Adkins questioned when they can be sworn in and if it has to be at a meeting. Ms. Reed responded no it does not have to be at a meeting and it can be done at any time. Councilman Jackson stated it makes more sense to not gather them altogether. Ms. Reed confirmed zoom meetings are allowed through the end of February per

Governor Lee's order, but this can be extended. Council agreed to not gather everyone and allow whoever is selected to be sworn in sometime after the vote.

11. Resolution: Alley Abandonment

Ms. Reed stated she has sent out the notice to the adjoining property owner and after the research was completed the bank still requested the alleyway be abandoned. Further, this should be ready for a vote next week. Councilman Jackson questioned the location of the alley. Ms. Reed stated it is at Reliant Bank where the tellers are located is considered an alley.

12. Resolution: Updating 2020-10 Families First Coronavirus Response Act

Ms. Reed stated Ms. Noe requested this be put on the agenda and she will explain this better next week. She did say Congress allowed the order to expire and this is no longer in effect federally. Further, Ms. Noe may want to make some changes to the resolution and if so she hopes to include this in the packet at the end of the week.

13. Ordinance: Fiscal Year 2020-2021 Budget Amendment #3

Ms. Bowman stated this will cover the TCRS project and the GNRC grant and will be for second and final reading.

NEW BUSINESS

14. Carnival contract for Summerfest 2021

Mr. Scott Sampson stated this is the contract for Summerfest for June 8 through June 12 and this is pretty much the same as the contract from last year. The armband will be for twenty-five dollars (\$25), but will include a five dollar (\$5) credit for games or food sold by the carnival company.

15. Contract for Farmer's Market Manager

Mr. Sampson stated this is contract for someone to run the market this year. Further, the total cost of this would be approximately twenty-three hundred dollars (\$2,300). Councilman Adkins questioned if someone is interested in this position. Mr. Sampson stated someone questioned this last year. Mayor questioned if this has to be advertised. Ms. Reed stated it was advertised last time in the paper, but she isn't sure if it is a requirement.

16. Kimley-Horn Bicentennial Trail Extension Agreement

Ms. Reed explained this is an agreement where we previously selected Kimley Horn to engineer an extension of the trail for the TAP grant that will consist of constructing a pedestrian bridge over Chapmansboro Road. Further, this agreement just needs to be approved for the grant.

17. Resolution: Community Development Block Grant

Ms. Reed stated this was discussed last month and was deferred in order to allow us to get the numbers together for the grant. She further stated the application will be in the amount of two hundred and seventy-one thousand five hundred fifty-six dollars (\$271,556) and the city will be required to match fund in the amount of forty-one thousand four hundred and forty-four dollars (\$47,444) and this is authorization for us to apply for the grant.

18. Ordinance: Rezone Request PO-PUD to R-4 Highway 12 Map 64 Parcel 11.01

Mr. Ismal Hussaen stated he requested to be present tonight to discuss this and answer any questions. Councilman Adkins questioned if this is the property on Highway 12 that was rezoned a few months ago and how many homes are included in the plan. Mr. Hussaen responded yes it is and the preliminary drawing does show eight (8) drawings, but once engineering is done that could change. He stated there are a few reasons they have changed the plan to name a few with COVID there is not at much need for office space as so many people are working remotely. Further, after the negative feedback from the neighboring properties they didn't feel welcome and felt going back to residential would make everyone happy. Mr. Hussaen shared concept drawing and reviewed the preliminary plan to give an idea of what the structure will look like. Councilman Adkins questioned if it has been before the Planning Commission and been approved. Chief Walker stated it has been before the Planning Commission and was passed. Ms. Reed confirmed of the five (5) committee members present all of them voted yes. Mr. Hussaen stated Mr. Gregory recommended doing this as a planned unit development as well which means the final plan will have to be approved by the Planning

Commission. Mayor questioned if the units will be sold or rented. Mr. Hussaen stated it will depend on the financing. Mr. Biggers questioned which way the sewer will be done. Mr. Hussaen stated he plans to bore and go on the Highway 12 side, which will require permission from the state, and tie back in beside RMC. He stated he felt like getting permission from the neighboring properties would be difficult. Councilman Greer questioned landscaping and what the plans are for the landscaping. Mr. Hussaen stated the site engineers will be enforcing certain landscaping and he wants the residences to look appealing and welcoming so he will definitely be planning to make the homes look nice.

19. Ordinance: Rezone Request 119 Vine Street Map 049 N B Parcel 1.00

Ms. Reed stated this is in the downtown overlay district and the property is zoned C-2. Further, City Planner Rick Gregory suggested when the site plan was approved that the property be rezone even though residential is allowable in the overlay district currently. He stated this rezone could help to clear things up for financing purposes and such later on. Council questioned the location of the property. Ms. Reed stated it is at the corner of Washington and Vine Street. Chief Walker confirmed this is a triplex and Mr. Gregory recommended this be done as a formality.

OTHER

20. Plan for the Bicentennial Trail

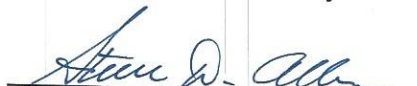
Mr. Sampson stated this is a plan that is not set in stone, but this is a plan over the next four (4) years he would like to put in the budget. Further this is for informational purposes.

21. Council Discussion

Vice Mayor Anderson questioned the property transfer and asked for an update on where we stand with this. Mayor stated the county wanted to take possession of City Hall in October. Ms. Reed stated the county attorney and Ms. Noe have been going back and forth on ironing out that contract, but that has not been finalized yet. Vice Mayor Anderson questioned if there is any money anywhere to get the ball rolling with the best use of the property for ball fields, parks, extension of the trail. He said he would like to get us a step ahead. Ms. Reed stated we would need to look at Mr. Sampson's budget to see if it can go ahead and get started and if so we may need to do an RFQ in order to select someone to do the work. Councilman Greer questioned if City Hall and Fire Station I. would be required to vacate. Chief Walker stated they would need to vacate, and they would move as much equipment as they could while the new fire hall is being built. Councilman Kerrigan stated they discussed having someone as a Marketing Manager for the city. He stated after speaking to Misty we have not had much involvement and have not had anyone go to the meetings on a regular basis. Further, he would like to see us try to work with them more before we try do it on our own. Also, we only spend six hundred dollars (\$600) a year in our annual fees. Councilman Adkins stated he spoke with Misty as well and he would like to see us working well with the Chamber to take advantage of that. Mayor stated he attends those meetings, but has missed some. Councilman Kerrigan stated he would like to see someone else from the city there as well. Mayor Allen stated he will work on that.

ADJOURNMENT

A motion was made by Councilman Greer, seconded by Councilman Kerrigan, to adjourn the meeting. All approved by voice vote and the meeting was adjourned at 6:57 p.m.


MAYOR STEVE ALLEN


CITY RECORDER KELLIE REED, CMFO, CMC