



TOWN OF ASHLAND CITY Regularly Scheduled Workshop Meeting June 02, 2020 6:00 PM Minutes

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 Roger Jackson, Councilman Chris Kerrigan, and Councilwoman Lisa Walker

APPROVAL OF AGENDA

Ms. Gayle Bowman requested several things be added to the agenda: Annual GNRC Contract for the Senior Center, Beer Ordinance, Resolution for Temporary Signage, Ordinance regarding E-Ticketing, Friends of the Trail, and Pitney Bowes Postage Machine Contract. A motion was made by Vice Mayor Anderson, Seconded by Councilman Kerrigan, to approve the agenda with the additions requested by Ms. Bowman. All approved by voice vote.

APPROVAL OF MINUTES

1. Workshop Meeting Minutes 5-5-2020

A motion was made by Vice Mayor Anderson, seconded by Councilwoman Walker to approve the May 5, 2020 Workshop Meeting Minutes as written. All approved by voice vote.

REPORTS:

2. Fire, Codes, and IT
Chief Chuck Walker reported everything is going good. They have a new recruit class of six (6) people and calls have been steady. The Building and Codes Department have been busy with inquiries for projects from new businesses.
3. Police Department
Chief Kenny Ray stated everything has been steady. The motorcycle sold last week and they will be filling the vacant position next week.
4. Court
Ms. Anita Justice was unable to attend the meeting and no report was given.
5. Senior Center
Ms. Melissa Womack reported they are getting everything ready at the center. Further, the current executive order will expire on June 30 and she is not sure at this time if the governor will extend the order or not. She further stated a contract came in and has been added on the agenda.
6. Parks and Recreation
Mr. Scott Sampson stated both of the dog park grants have been canceled for 2020 and they will begin working on them again early in the spring. He reported the food distribution will be at Riverbluff next week, sports have been canceled, and the roof structure was delivered last week. Councilman Adkins questioned the status on the Farmer's Market. Mr. Sampson responded it is going good and they have nine (9) vendors.
7. Public Works/Utilities
Mr. Clint Biggers stated everything is going good. They have located the line at Nashville Fabrication and there is an eight (8) inch tap. He reported on Brookhollow they installed a new concrete culvert and they have been cutting a lot of grass and shrubs.
8. Financial Manager

Ms. Bowman provided the fund balance and expenditure reports for May 2020. She further provided a detail report for the 2019-2020 fiscal year. She reported there was no loss in the general fund this year.

9. City Recorder

Ms. Kellie Reed was unable to attend the meeting and no report was given.

OLD BUSINESS:

10. Caldwell Park Discussion

Mayor stated Ms. Jennifer Noe is handing everything and is meeting with the surveyor. She will have the information next week.

11. Parks Advisory Board Discussion

Mr. Sampson reported Matt Waldron, Jamie Winslett, Ray Crouch Jr., Misty Holloway, Michael Smith, and Alwilda Binkley have been appointed to the Parks Advisory Board and will meeting once a month.

12. Resolution: Governor's Local Government Support Grant Funding

Ms. Bowman stated this grant is for one hundred and thirty three thousand dollars (\$133,000) and asked if there are any suggestions on where to spend the money. Vice Mayor Anderson suggested street resurfacing or ADA projects. Mr. Biggers stated an adjustor came out and looked at the roof at Public Works and they will not cover the cost of replacement. Mayor informed the roof is the original on the building. Committee Member Adkins suggested spreading the money out over several project throughout the city. After much discussion Councilman Jackson stated we have one (1) year to spend the funds.

13. Salary Study

Mayor stated he knows no one is really happy with the study, but maybe we can talk about it or defer. He stated the budget was not affected by the study. Councilman Jackson stated he does not want to defer he would like to kill it as some people were way out of whack. Vice Mayor Anderson stated the employees he spoke with about it spent five (5) or ten (10) minutes talking about it the rest of the time was spent on other things. Mayor stated he thinks we should set our own. Councilwoman Walker stated someone needs to stay with the company the entire time they are here to make sure they stay on track. Councilman Jackson stated a city employee has got to be with them to hold them accountable. Vice Mayor Anderson stated he agrees it should just be trashed.

14. Fire Contract

Chief Walker stated Ms. Jennifer Noe will have this ready for next week and it is to extend the current five (5) year contract as the county wants to keep it status quo for one (1) year and revisit it next year.

15. Comcast Renewal Agreement

Ms. Bowman stated Ms. Noe will have this next week.

16. Ordinance: Rezone Map 64 Parcel 11.01- Highway 12 South and Caldwell Road

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE TOWN OF ASHLAND CITY, TENNESSEE, BY REZONING PARCEL 11.01 OF CHEATHAM COUNTY TAX MAP 64, LOCATED ON HIGHWAY 12 SOUTH AND CALDWELL ROAD.

Councilwoman Walker stated she went to the property with Jason McClain and it is a large property where you do not see residences. Ms. Bowman stated this will be for second and final reading next week. Mayor stated they will still be required to get an engineer. Councilman Anderson stated it seems backward to approve the rezone before the engineering. Chief Walker stated it is the same as within the county, but the good thing about doing a PUD, Planned Unit Development, is the owner has to state what they want to build. Councilman Jackson stated there is residential all around and questioned how you can put in commercial as it looks out of place. Councilman Greer questioned the landscaping. Chief Walker stated they will be required to follow our ordinances.

17. Ordinance: Amend Title 18; Chapter 1 of the Municipal Code: Water Rates

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE TOWN OF ASHLAND CITY, TENNESSEE TO AMEND TITLE 18, CHAPTER 1, SECTION 18-107(1) OF THE MUNICIPAL

CODE REGULATING WATER AND SEWER RATES FOR THE INHABITANTS OF THE TOWN OF ASHLAND CITY AND ALL AREAS SURROUNDING THE CITY THAT RECEIVE WATER AND/OR SEWER SERVICE FROM THE ASHLAND CITY WATER AND SEWER DEPARTMENT. Mayor stated this is the annual three percent (3%) water rate increase and will be for second and final reading next week. Councilman Jackson questioned when we will stop raising the rates annually. Mayor explained we have done this to keep from having a bigger increase later on and to keep up with the increase of cost of doing business.

18. Ordinance: Adopt 2020-2021 Fiscal Year Budget
AN ORDINANCE OF THE CITY COUNCIL FOR THE TOWN OF ASHLAND CITY, TENNESSEE ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021. Ms. Bowman stated this will be for first reading next week and we will need to have a second reading prior to the budget meeting.

NEW BUSINESS:

19. Sewer Treatment Plant Property Purchase Agreement
Mayor stated Ms. Noe will have this ready next week. Mr. Biggers stated they will be meeting next week regarding the easement issue with our parcel and dividing the property.
20. STBG and TAP Grant Contract
Mr. Sampson stated there are two (2) agreements in the packet and he will need to get with Brian and Kellie regarding these. Further, it may need to be deferred until next month.
21. Stantec Contract Renewal
Mayor stated this is to extend the contract with Stantec and Ms. Noe will have this contract ready for next week. Chief Walker stated this is a pass through isn't it. Ms. Bowman replied yes. Mayor asked Chief Walker to give an update on the berm project. Chief Walker stated there are five (5) or six (6) contractors that have talked about permitting through the city and they are thinking they will start in August or September.
22. Blue Cross Blue Shield HRA Agreement
Ms. Bowman stated this was sent to Ms. Noe for review and should be ready next week.
23. Resolution: Water Write-offs
A RESOLUTION OF THE TOWN OF ASHLAND CITY, TENNESSEE TO WRITE-OFF DELINQUENT WATER ACCOUNTS RECEIVABLES. Ms. Bowman stated this is in the packet and will be a write off for fourteen thousand thirty two dollars and thirty two cents (\$14,032.32). Mayor questioned how things are going with Servline. Ms. Bowman stated last month was the first month and so far it is going well. Councilwoman Walker requested a report regarding the calls they receive. Ms. Bowman replied they get one daily and she can pull it together for them. Further, the only adjustments they are doing in house are the pool adjustments.
24. Fire Truck Purchase Grant and Loan
Chief Walker stated Ms. Noe is reviewing this and will have ready next week. Further, they are being awarded a one hundred thousand dollar (\$100,000) grant and the interest rate will be two point three seven five percent (2.375%). If the city prepays for the fire truck up front there is a reduction in cost of forty seven thousand dollars (\$47,000).
25. GNRC Contract: Senior Center
Ms. Womack stated this is the third (3rd) year on a three (3) year contract for thirty six thousand dollars (\$36,000). There will be a new contract next year and Ms. Noe has a copy of the contract for review.
26. Ordinance: Amending Title ; Chapter 1 of the Municipal Code: Beer
AN ORDINANCE BY THE MAYOR AND CITY COUNCIL FOR THE TOWN OF ASHLAND CITY, TENNESSEE TO AMEND TITLE 8 ALCOHOLIC BEVERAGES, CHAPTER 2: BEER, IN ITS ENTIRETY. Ms. Bowman stated Ms. Noe is revamping this as it is not up to par with state law and she will have it finalized next week. Mayor stated there were some investors looking to do a brewery and restaurant in town. Chief Walker stated it will be really nice.
27. Resolution: Temporary Signs

A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF ASHLAND CITY, TENNESSEE TO TEMPORARILY ALLOW VARIANCES UNDER THE CURRENT SIGN ORDINANCE.

Chief Walker stated the ordinance we currently have is unique and we are looking at revamping it. This will allow us to charge ten dollars (\$10) for a temporary permit. He further stated Mike Osman went through town speaking to business owners asking what they need to help them recover from the pandemic. He stated this will help them and will be good.

28. Ordinance: Amending Title 3 of the Municipal Code: Electronic Citation Regulations

AN ORDINANCE TO AMEND TITLE 3 CHAPTER 5 SECTION 502 OF THE MUNICIPAL CODE OF THE TOWN OF ASHLAND CITY REGARDING ELECTRONIC CITATION REGULATIONS.

Ms. Bowman stated Ms. Noe is rewriting this ordinance and will have it ready for next week. Councilman Jackson questioned what it is. Chief Ray stated this a five dollar (\$5) charge for the electronic ticket fee. Four dollars (\$4) goes to technology for the ticket machines and one dollar (\$1) goes to court in the city budget.

29. Friends of the Trail

Mr. Tony Young stated he is representing the Cumberland River Bicentennial Friends of the Trail and he stated this is the twenty fifth (25th) year the trail has been open. He further stated the biggest complaint he hears is the trail is not long enough and needs to be longer. He questioned the grant the city just received and if it is going forward and if the city will be extending the trail. Mr. Sampson stated it will take time and money. Mayor replied the grant will be used to construct a bridge crossing over Chapmansboro Road which will be an extension of the trail coming into town to allow people to ride bikes or walk. Mr. Young stated a section from Tennessee Waltz Parkway up to Mulberry Street would make a big difference as citizens want to be able to get to trail and there is talk about someone opening a bike shop in town. He further stated the Friends of the Trail thank you all and will do whatever we can do to help. Councilman Adkins questioned the next step. Mr. Sampson stated it is on the agenda.

30. Pitney Bowes Contract - Postage Machine

Ms. Bowman stated Ms. Noe is reviewing this contract. Further, this will be for a new postage machine as they will no longer replace parts for the old one.

OTHER.

Councilman Jackson stated they voted to approve the insurance in the last meeting and voted on the same thing prior this. He stated one of them needs to be rescinded because we voted on the exact same thing. Mayor stated he would ask Ms. Noe. Vice Mayor Anderson stated he misunderstood what the vote was on. Councilman Jackson stated it is in the minutes and you can go back and read it, but they need to get rid of one.

Mayor stated so much is going on right now and everything is looking good. He further stated when he talked to the architect he told him to work on getting City Hall done first and the Fire Station second. The drawings will be complete in about three (3) weeks. Councilman Jackson stated someone will need to sit with them and go over drainage and everything as we do not want to end up with another salary study situation.

Councilman Jackson stated they voted for Kellie as City Recorder, but not what she is going to do. He stated they need the job responsibilities for how it can be split up. Mayor stated he wishes she could move back over here at City Hall.

Councilwoman Walker requested to see an organizational chart.

ADJOURNMENT

A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:03 p.m.

MAYOR STEVE ALLEN

CITY RECORDER KELLIE REED, CMFO, CMC