



# TOWN OF ASHLAND CITY

## Regularly Scheduled Workshop Meeting

### November 07, 2023, 6:00 PM

## Minutes

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### CALL TO ORDER

Mayor Smith called the meeting to order at 6:11 p.m.

### ROLL CALL

PRESENT

Mayor JT Smith

Vice Mayor Gerald Greer

Councilman Tim Adkins

Councilman Chris Kerrigan

Councilman Michael Smith

Councilman Kevin Thompson

Councilman Tony Young

### APPROVAL OF AGENDA

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

### APPROVAL OF MINUTES

1. October 3, 2023, Workshop Meeting Minutes

A motion was made by Councilman Thompson, Seconded by Councilman Kerrigan, to approve the October 3, 2023, City Council Meeting Minutes. All approved by voice vote.

### APPROVAL OF MINUTES

2. Owen Hicks discussed the Cheatham County Jail and opposition to the placement of the Jail.

### OLD BUSINESS

3. Strategic Plan Review

Ms. Bowman discussed the completed items of the 2022 Strategic Plan and gave the council a handout to review progress on all items.

4. Attorney

Ms. Noe had no updates other than items on the agenda.

5. Project Update from Josh Wright

Mr. Wright gave an update of Fire Hall, City Hall, Sports Complex, Community Center, and Senior Center.

6. Codes Department

Mr. Nicholson discussed progress items on the codes report given to the council. He also discussed the blasting incident.

7. Court Department

Ms. Hollingsworth gave an update for the court department.

8. Finance Department

Ms. Bowman informed the council of an email sent with the finance report showing revenues versus expenses, fund balance and cash on hand.

9. Fire Department

Chief Walker discussed fire activity over the past month.

10. Human Resources

Ms. Black discussed the number of hires in the last month and holiday events.

11. Parks Department

Mr. Clark gave an update on the parks, sports, and events.

12. Police Department

Chief Ray emailed a report to the council, and he thanked all the other services who quickly came to aid in the blasting incident.

13. Public Utilities/Works

Mr. Harris gave an update on streets, water, and sewer services.

14. Technology Department

Mr. Wheeler discussed accomplished items over the past month.

15. Senior Department

Ms. Batts was absent but emailed a report to the council.

16. Strategic Plan Wrap-up

Ms. Bowman instructed council to review the overview for a discussion at another workshop. She also gave the council 6 stickers to determine their 6 most important items to focus on over the next year.

**OLD BUSINESS**

17. Resolution: Flood Emergency Response Plan: Wastewater Treatment Plant

Mr. Harris discussed the need to defer this item.

18. Resolution: Purchasing Policy

Ms. Bowman discussed the major change would be the amount for a sealed bid.

19. Beautification Project: Amanda Bell

Ms. Bell discussed the need for the council to decide the direction for this project.

20. Sycamore Street Water Line Discussion

Mayor discussed the need for more information.

21. Banner Discussion

Mr. Clark provided an estimate for 2 different types of signs.

22. City Administrator Position

Ms. Noe and the council discussed the advertisement and timeline for this position.

**NEW BUSINESS**

23. Code of Ethics Policy Discussion

Ms. Noe discussed the differences between MTAS, Personnel Manual and Municipal Code.

24. Ordinance: Amend Zoning Article V, Section 5.053.2(C) I-2 Special Exceptions

Representatives of Ingram Barge presented their plan for the zoning change.

25. Resolution: Update Section III Leave of the Personnel Policies and Procedure Manual

Ms. Bowman discussed the August election day possibility of closing the office.

26. Benefits Inc. - ACA Reporting

Ms. Black discussed the yearly agreement with Benefits Inc.

27. Civic Plus Contract

Ms. Bowman discussed the yearly contract with our website vendor.

28. Facilities Use Agreement - Ashland City Elementary

Ms. Bowman discussed the use of the parking lot at ACES for the Christmas Parade line up.

29. ACES Ball Field Agreement

Mr. Clark discussed the agreement.

30. Corp of Engineers Contract

Mr. Clark discussed the contract.

31. Fireworks - Harris Nicholson

Mr. Nicholson discussed the Summerfest Firework Show.

32. Charter Change - Election Discussion

Ms. Noe discussed the charter change.

33. Caldwell Park Discussion - Owen Hicks

Mr. Hicks discussed possible plans for Caldwell Park.

34. Building & Codes Department Move Locations

Mr. Nicholson discussed moving his department to Fire Station 1.

35. Award Paving Bid

Mr. Harris discussed and recommended awarding the paving bid.

36. CSR Contract - City Hall

Chief Walker explained this contract will need to be removed from the agenda.

37. ECS Southeast, LLP Contract - City Hall

Chief Walker discussed the need for this contract.

38. Position Title Change - Senior Center Activities Coordinator

Ms. Black discussed the plan to change a position title before hiring a new employee. Senior has one retiring on December 31, 2023.

### **SURPLUS PROPERTY NOMINATIONS**

None.

### **EXPENDITURE REQUESTS**

39. Request to Bid Banks

Ms. Bowman discussed the requirement to bid banks every 4 years. Last request was November 2019.

40. Request to Bid Mowing

Mr. Clark requested to bid mowing.

### **OTHER**

41. Motorola Contract

Chief Ray discussed the contract for the grant.

42. City Recorder Position

Selected candidate turned down the position. Two more have applied.

**ADJOURNMENT**

A motion was made by Councilman Thompson, Seconded by Councilman Kerrigan, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:38 p.m.

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MAYOR JT SMITH

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INTERIM CITY RECORDER