



TOWN OF ASHLAND CITY
Regularly Scheduled Workshop Meeting
June 04, 2024, 6:00 PM
Minutes

CALL TO ORDER

Mayor Smith called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT

Mayor JT Smith
Councilman Tim Adkins
Vice Mayor Gerald Greer
Councilman Chris Kerrigan
Councilman Michael Smith
Councilman Kevin Thompson
Councilman Tony Young

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

1. May 7, 2024, Minutes

A motion was made by Vice Mayor Greer, Seconded by Councilman Thompson, to approve the May 7, 2024, Workshop Meeting Minutes. All approved by voice vote.

PUBLIC FORUM

NONE

REPORTS

2. ATTORNEY - JENNIFER NOE advised she was waiting for information from Reeves and Young. She said that she should have it by the City Council meeting on June 11, 2024, and may need to have an attorney client meeting on that night to discuss it.
3. PROJECT UPDATE FROM JOSH WRIGHT advising on projects.
City Hall - Wrapping up the storm drainage then moving on to footings. They have had some rain delays, but footings for the new building should be completed by the end of this month.
Park Project - Met with the civil engineer Clint Head and the check set drawing should be completed this month. They still have about 100 loads of rock to be moved from the City Hall site to the park site.
Vice Mayor Greer had a question regarding City Hall - He has received pictures from community members who live in the area and are concerned with drainage issues because of water pooling at the area of Jefferson and Main Streets.
Josh - There are two underground structures for drainage. One will be at the front of the building and one at the back of the building that will remedy the drainage pooling in that area.
Thrive 55+ and community center - They are striving to get the check set completed for them by the end of June as well.
4. CITY RECORDER - **MARY MOLEPSKE** - advised that she has finished going through Contracts and everything is current and filed properly. She is now working on Titles for city owned vehicles. She is waiting for a response on the grant for the fall training.
Councilman Thompson asked what she meant by it has not been determined yet and she advised that the 2 people awarded the scholarships have not been chosen yet.

5. CODES DEPARTMENT - ALLEN NICHOLSON - gave an update on the permits issued, inspections and revenue collected. Property maintenance cases were their main focus they have closed 30 cases so far. Explained the new shipping tore and the bond for the new hotel.
6. COURT - CYNTHIA HOLLINGSWORTH - ABSENT
7. FINANCE DEPARTMENT - Ms. Bowman will email first thing in the morning, the finance report showing revenues versus expenses, fund balance, cash on hand and loan information and gave an update on the finance department. Gave update on what her departments are working on.
8. FIRE DEPARTMENT - DEREK NOE -Advised he emailed out a report to all of the council on the updates for the Fire Department. It includes the breakdown of calls. The fire department is also helping at Summerfest.
9. HUMAN RESOURCES DEPARTMENT - VIOLET BLACK - Gave an update on the mandatory training on diversity, social media, and the use of city vehicles. All employees were in attendance except 3, who are in the training academy, and she has already contacted them to go over the training. Finished Leadership for Cheatham County. She has been attending the Wastewater Treatment meetings and the New City Hall meetings to get regular updates. Scheduled Benefits Inc.to come in for the open enrollment. They will be here 2 days this week to get all employees signed up or continue coverage or make changes. They were in today and will be in Thursday. Met with Tosha and it was very informative. Working on 615 day and Paint the town purple for the Proclamation that was passed.
10. PARKS DEPARTMENT - ANTHONY CLARK - ABSENT - He had to be present for Summerfest but emailed his update to the Councilmen.
11. POLICE DEPARTMENT - CHIEF RAY - gave an update on the calls and emailed a report to the councilmen. He advised of a new hire starting on the 17th of June. Starting to interview for the next round for the academy.
12. PUBLIC WORKS DEPARTMENT- CLINT BIGGERS - Gave an update on projects completed throughout the city.
Vice Mayor Greer asked how we are progressing with the water tank that feeds the industrial part.
Mr. Biggers advised it was surveyed and core testing is complete. They will have to remove a little bit of Rock.
Vice Mayor Greer asked for an estimated start date.
Mr. Biggers responded it should be out for Bid very soon.
13. TECHNOLOGY DEPARTMENT - JUSTIN WHEELER - advised on the projects he worked on in May and what he completed. He also emailed a detailed report to the councilmen.
14. THRIVE 55+ DEPARTMENT- GENA BATTS- advised she emailed her full report to the councilman as well but highlight some of the details. She has filled the Assistant Director position with a current employee Judy Johns and is now looking for someone to fill the Event Coordinator position. She has also been visiting area businesses to promote the paint the town purple campaign.

UNFINISHED BUSINESS

15. ORDINANCE: Rezone Parcel for County-Amendment for Ordinance# 619 - 2nd Reading - This is a cleanup of the wording on the original ordinance.
16. ORDINANCE: Amend Sign Ordinance# 501/Section 20-105.1(b)(2): Wall signs. - 2nd Reading - This is to allow businesses to have attached signs on the front and both sides of their buildings, but they must all comply with the measurements of the signage.
17. ORDINANCE: Water Rates fy2025 - This is the normal 3% increase to maintain our system.
18. ORDINANCE: Budget Amendment# 2 - 2nd Reading - this is to cover the cost of paving for the year 2023 because we were invoiced late by the paving company, and it must be paid out of the 2024 budget. We had to pay both years together.
19. Thrive 55+ Center Rental Agreement Discussion Councilman Thompson suggested differing until next month to give more thought to the agreement. It would have negative consequences for the Friday Night Dances.

NEW BUSINESS

20. **ORDINANCE:** Adopting the Annual Budget and Tax Rate for the Fiscal Year 2024-2025-The full budget was emailed to the councilmen with the addition of the furniture cost added.
21. **RESOLUTION:** Amend Wage and Salary Policy- Pay Table -This changes every number on PayScale for the 4% increase for cost of living. Cleaning up the verbiage on it and changing or removing positions.
22. Award Salary Study Proposal Request- Ms. Bowman had 3 responses out of 14 sent out and she gave the 3 quotes. Ms. Bowman and Ms. Black recommended going with the middle quote for the amount of service provided with it.
Councilman Adkins had questions on the pay table and how it would be affected with the new pay table for the fire and police and Ms. Bowman answered his questions.
23. Bass Berry & Sims /Ashland City \$4,460,000 Engagement letter (City Hall COR) (37808284) - This is a letter to do all the paperwork for the cost overlay for the new city hall. Asked for a merit-based pay table for all.
24. **RESOLUTION:** Water Inactive Delinquent Account Write-off Fiscal Year End 2024 - Normal write off. It has to be 6 months after the inactivity. Every June we take the amount out of the books for the previous calendar year. It has been reduced to just over 10,000 and they will continue to call until the end of June and any left will be turned over to collections.
25. Appoint the City Attorney- This happens every June. No further discussion
26. Appoint the City Recorder - This happens every June. No further discussion
27. **RESOLUTION:** multi-model access grant (**MMAG**) Grant \$1,125,000.00 with match of 10% up to \$112,500.00 (PREVIOUS RES 2023-32 ATTACHED) -This is to finish the sidewalk projects.
28. **RESOLUTION:** Traffic Signal Modernization Program (TSMP Grant) \$125,000.00 (NO MATCH) - Traffic light poles in the sidewalks to remove them and move them and new crosswalks.
29. Thrive 55+ Exercise Contracts FY25 - Barb Batson - Lindy Murff - Phoenix Thornberg - Juli Watson -
30. Thrive 55+ Dance Lease - differed another month to gather more information and pricing details. - Ms. Batts explained that some of the fee for the exercise instructors gets reimbursed through GNRC and we pay the difference.
31. **AMENDMENT 2 OF GRANT CONTRACT 77833-26 - POLICE TRAINING -** Chief Ray explained that the academy has changed some of the verbiage and this is the amendment for that change.

SURPLUS PROPERTY NOMINATIONS

32. 2013 Ford Utility Police Interceptor (R-3) When sold the police would like to use the money to get new speed signs. These vehicles will be replaced with the reserves.
33. 2017 Ford Utility Police Interceptor (R-2) When sold the police would like to use the money to get new speed signs. These vehicles will be replaced with the reserves.
34. Outside 300 Speed Radar Trailer When sold the police would like to use the money to get new speed signs.
35. 2006- 2500 Pick up 3/4 Ton - Fire Department - This truck is going to be given to Charlotte.

EXPENDITURE REQUESTS

OTHER

37. Preserve Cheatham County- Tracy O'Neil - Festival in the Park on October 26, 2024
Tracy O'Neil spoke - she would like to have a festival in the fall at River bluff park or Cheatham dam to keep the gas plant TVA out of Cheatham County. Sasquatch festival - They have to have the October 26th date because of so many other events happening in the area. She is aware of the Trunk or Treat, and she said the vendors could participate and pass out candy and have a movie afterward. There will be a 5k fun run to kick off the festival. They will get additional insurance and add porta johns if needed.
38. **RESOLUTION -TOOT-** Enhanced Mobility of Seniors and Individuals with Disabilities - Grant to buy a 14-passenger van- City would have to pay 10% which is about 12,000 Dollars. It will help

with more transportation for seniors and help decrease some of the charter costs for shorter and smaller trips. Midcumberland needs help with more transportation.

39. Use of the Thrive 55+ center - FCE Club - Cultural Arts Day held annually. It is scheduled for June 29, 2024. Since we do not have any rental agreement, yet they should start advertising it. They do not charge fees or make any money. This club also meets monthly at the Senior Center. They can continue as usual until the contract is complete and in place. Motion will be made at the City Council meeting next week.
40. Fixed LPR Subscription, Fees and Payment Provision - This is paperwork the mayor needs to sign for them to get started placing them in the vehicles.
41. City Admin Discussion - Gary Jaeckel - advised that the camera did not have to be turned off because there would be no name mentioned. He gave everyone a packet with 5 resumes to go through. He would like the councilmen to look through and call him individually to give their top 3 people to interview.

ADJOURNMENT

A motion to Adjourn was made by Councilman Thompson, seconded by Councilman Kerrigan. The motion ended at 7:57 P.M.


MAYOR JT SMITH


CITY RECORDER MARY MOLEPSKE