



TOWN OF ASHLAND CITY

Regularly Scheduled Workshop Meeting

June 02, 2026, 6:00 PM

Minutes

CALL TO ORDER

Mayor Greer called the meeting to order at 6:00 pm.

ROLL CALL

Mayor Greer
Councilman Tim Adkins
Councilwoman Binkley
Vice Mayor Chris Kerrigan
Councilman Michael Smith
Councilman Kevin Thompson
Councilman Tony Young

APPROVAL OF AGENDA

A motion was made by Councilman Thompson, Seconded by Councilman Young, to approve the agenda with changes adding Ordinance 649 for the 2026/2027 budget to the agenda under unfinished business. The Second reading is scheduled to take place next week at the regularly scheduled City Council Meeting. All approved by voice vote. **Motion Passes**

APPROVAL OF MINUTES

1. Approval of May 5, 2026, Regularly Scheduled Workshop Minutes
A motion was made By Councilman Thompson, Seconded by Councilman Young, to approve May 5, 2026, minutes. All approved by voice vote. **Motion Passes**

PUBLIC FORUM

Jessica Wix proposed installing a three-sided shelter for school children during inclement weather near the water tower at Stratton Boulevard and Bell Street. She stated that Royalty Goodwin Contractors has offered to donate the shelter and bench, and she is seeking a donation for the concrete work, resulting in no cost to the Town. She also requested permission to place a small memorial plaque on the bench honoring her late grandfather, William Wilkinson, who practiced law in Ashland City with Judge Stinnett. Mayor Greer stated it was a great idea and asked Ms. Wix to contact him to discuss the project further.

REPORTS

2. Attorney: Jennifer Noe
Attorney Noe stated that she does not have anything to add that is not already addressed on the agenda.
3. Chief of Staff/Codes Director: Allen Nicholson
Mr. Nicholson provided his monthly report, noting 27 permits issued, 66 inspections completed, 60 open property maintenance cases, and year-to-date revenue of \$76,557.20. He reported progress on the zoning ordinance update, permit fee schedule revisions, business openings, property maintenance enforcement, grant activities, and contract renewals. Mr. Nicholson commended Jason Kimbrough for his work on property maintenance and recognized the Fire Department for providing CPR training to Town employees.
4. City Recorder: Mary Molepske
Ms. Molepske gave her report for the month highlighting agendas, minutes, contracts, resolutions, and ordinances that have been completed uploaded and filed, Advertisements completed, meetings attended, the wall that heals meetings, CPR training, and helping to serve

the seniors for the annual picnic. All public Records requests have been completed, and she continues to locate and organize Bicentennial trail documents and file the old contracts.

5. Court Department: Cynthia Hollingsworth

ABSENT

6. Finance Department: Will Duffel

Mr. Duffel gave a report for the month of May and the YTD City wide our revenue is 77% and expenses are 63% to plan. The General Fund is 71.7% in Revenue and Expenses are at 71.7%. Water and Sewer the revenue is running 85% to plan and Expenses are running 54% to plan.

7. Fire Department: Chief Walker

Chief Walker gave a monthly report and highlighted they answered 104 calls to the citizens, attended meeting with the codes and city attorney regarding violations on Apartment Building complex, hosted a Tourism Workshop for ECD with approximately 40 in attendance at station one, we still have 2 firefighters out on light duty, we taught CPR to city employees, we had a tour for 40 children through station one, our recruit class is halfway through the medical training and doing well, Engine 10 (our newest engine at 10 years old) is currently out of service with a busted radiator, Engine 20 (our next newest engine is 30 years old), we gave and installed 10 smoke detectors into 2 separate homes, we checked 3 child car seats and gave and installed 1 other.

8. Human Resources Department: Violet Black

Ms. Black gave her report highlighting she attended and week long conference, continued to work on the insurance liability and worker's comp, there is a final meeting this week to go through numbers, working on HR issues in a couple of different departments, working on a policy update, open enrollment completed last week for medical, dental, and vision, attended the wall meeting, attended Tennessee PRIMA roundtable for playground and park safety, attended the Thrive 55 volunteer luncheon, and attended CPR Training.

9. Parks Advisory Board Report: Michael Smith

Councilman Smith gave a report and highlighted they finalized summer events, food truck frenzy which will accompany Music in the Park on the 13th from 12-8pm and the concert begins at 6pm. We are planning to have a new event which is the City-Wide Arts Festival, that date is set for May 15, 2027, and the name that was selected is the Ashland City Arts on the River. We will take our time planning to make it a big event for the city.

10. Parks Department: Anthony Clark

Mr. Clark could not attend the meeting because he is overseeing Summerfest, so Mr. Allen Nicholson presented his monthly update. Mr. Nicholson gave highlights, new shingles have been installed at the Johns Park Pavillion and the Tennis Courts, Farmer's Market began this month, Riverbluff has had many rentals this month and we hosted a fishing tournament, charity motorcycle run, Thrive 55 senior picnic and the veterans memorial day gathering, He attended the CPR Training, got speed cushions at Riverbluff Park, soccer ended the spring season, attended meetings for the veterans memorial wall, warship museum, preconstruction for Johns Park, Healthy Living, workshop budget, working on tourism grants, working on sidewalks at Johns Park. Summerfest will run through Saturday, and he advised it would open daily at 6PM and run through 10pm.

11. Police Department: Chief Ray

Chief Ray gave a report highlighting they have the issue with the E-Tickets corrected, they have received new body cameras, we met with Motorola several times to get the information for the radio purchase, the LPR's are all installed and functioning, advised will can move forward for the reimbursement of grant funds. We attended the THSO meeting and we got the speed sign installed and running, and we generated 1165 calls in May. Our open position is filled, and he is starting on the 15th of this month.

12. Public Works Department: Billy Harris

Mr. Harris gave his monthly report highlighting completed work orders, weekly maintenance areas are completed at the water tanks and sewer stations, completed TN one calls, cleaning

out ditches and working on new culverts, replacing 9 streetlights. It is mowing season and they have been busy mowing the areas they maintain.

13. Technology Department: Justin Wheeler

Mr. Wheeler gave his report highlighting that the cameras at Riverbluff Park went down, we made sure to understand how and when this happens, we are aware and can resolve it faster. I finished the IT questionnaire for the possible new insurance company, the digital sign was having issues and have been resolved, I have been meeting with a few companies that offer web site services, I have met with Civic Plus a few times and will have another meeting this week. I added Renee Cannon as an admin to update the website and calendars with events. Attended CPR Training, swapped out desktops at thrive 55. Completed annual training and test for criminal justice.

14. Thrive 55+ Department: Tammany Carter

Ms. Carter provided her monthly report, noting 1,569 members served, 266 member meals provided, and seven new member applications received. She reported completion of grant-funded purchases and reporting requirements, ongoing work on a second grant, submission of required financial reports, and completion of a financial monitoring visit. She highlighted several activities and events, including appreciation lunches, CPR training, SAIL classes and certifications, the annual senior picnic, and planning for upcoming programs. Ms. Carter also reported receipt of a new TDOT bus and efforts to obtain vehicle graphics, and she expressed appreciation to the Fire Department and Public Works Department for their assistance and support.

UNFINISHED BUSINESS

Ordinance 649: 2026/2027 Budget

Mayor Greer stated this is for the 2nd reading of the 2026/2027 budget that will take place at the Regularly Scheduled City Council Meeting on June 9, 2026.

Mr. Duffel advised this is for the budget for next year, there are no current updates, but when we get the final numbers from Violet for insurance, I will input them into the budget and present them for the 2nd reading next week.

Mayor requested the numbers get distributed to the council when he has received them.

NEW BUSINESS

15. Resolution 2026-34 - Motorola Contract

Mr. Duffel advised this is for the new radios and we have 2 options on the purchase. The option is whether to partner with the county or not when making this purchase. We would receive a 5% discount to purchase in the first option, and the second option is to join with the county and place orders at the same time but separate POs for an additional 2% discount bringing the discount total to 7%. These options were discussed in the Budget workshop, but we need an official resolution to present to Motorola. Mr. Duffel confirmed that this would go in effect in Fiscal year 2028.

16. Resolution 2026-35 - Rural Health Transformation Program

Mr. Duffel advised that last week the Tennessee Department of Health issued a statement that they have a large amount of money that they need to distribute in a very swift time frame and so we are asking for your blessing to apply for these grants as they come up and do not align with our council meetings, not everything on the list will be pertinent to the Town of Ashland City but there are at least 3 of them that will be. We want to be sure we have your approval to apply as they are available.

17. Bicentennial Trail - Letter of Intent for Phase 1 Discussion

Attorney Noe reported that the engineering plans have been completed and approved after delays with Kimley-Horn. By mutual agreement, the Town will move forward with procuring engineering services for the bidding and construction phases of the project. Mr. Nicholson stated an RFQ has

been issued, and proposals will be reviewed and scored by a committee before being presented to the Council.

18. Resolution 2026-36 - FEMA Grant Applications

Chief Walker advised they are asking the council for their blessing to apply for these grants as they are available because of the short time frames to apply and they may not line up with our meetings. FEMA has 648 million available this year. We usually apply for every year, some of them have matches and some do not have matches. There are 3 different grants we are asking to apply for and some of the numbers are off. Here is the overview and we will have the numbers correct by next week.

1. AFG – Operations & Safety for training, equipment, wellness initiatives, we are asking for \$ 153,063.00 with a required 5% local match which equals \$7,836.90 and this is for personal protective gear, hoses and nozzles, and items we cut from our budget.
2. Vehicle Acquisition and we are going to ask for a new engine, the maximum we can request is one million dollars, which would make the 5% match Approximately \$50,000.00.
3. Fire Prevention and Safety Grant Program for public education and fire safety programs, total requested is Total request - \$186,549.00 and this would be for a Fire Safety Trailer, we can take this around to local schools and the kids crawl through it and it has simulated smoke and Fire and also has whether alert that tells them when to go to the hallways for safety during storms. It will simulate lightning and it shakes and is cool for the kids. It also offers a robotic dog that can be taken around to talk to the kids. We would like to apply for an LED sign on a trailer to advertise to new recruits and when not in use for the Fire Department it can be used for other departments.
4. SAFER – Recruitment and Retention of Firefighters to assist with recruiting volunteer firefighters, with no local match required. We have been awarded this grant 4 times prior. They pay for their gear and training and only leave us a few things to buy.
5. The last one on there we are not going to apply for this time. It is not 100% coverage as we thought it was. It would cost the city 25% of the first 2 years of their salary and next year we would have to pay 65% of their salary.

We will have all the updated information on the resolution for next week's vote.

19. Resolution 2026-37: Fire Fighters Leave Policy

Chief Noe explained a proposed adjustment to leave benefits for shift firefighters who work 24-hour shifts on a 24/48 schedule. He noted that these employees work significantly more hours annually than employees on a standard 40-hour workweek but currently receive the same vacation, sick leave, and holiday benefits. The proposed change would adjust leave calculations to reflect their work schedule, allowing firefighters to receive the equivalent amount of time off without having to use additional leave to cover scheduled shifts. He stated that a similar adjustment is proposed for holiday benefits to maintain consistency with other employees. The change is already included in the budget and will not affect the budget figures presented for second reading next week.

20. Change Order: # 7 - WWTP Construction

Mr. Harris advised this is a change order for a 30-day extension for the Belt Press installation completion. Startup will be on June 22nd and MR which is our Scada control guys that are finishing up with the programming. The money will come out of the contingency funds.

21. Contracts: Thrive 55 Instructors

Ms. Carter advised these are renewal contracts for the current instructors at the center and one new instructor. They will remain doing a 1099 and run the fitness classes for another year.

22. Contract: Friday Night Dance Lease

Ms. Carter advised this is a yearly renewal for the Friday night dances held at the center. They have asked for a month to month, but it does have a 30-day cancellation for either party so nothing has changed.

SURPLUS PROPERTY NOMINATIONS

23. Surplus Property: Thrive 55 Center - GE Stove

The stove at Thrive 55 senior center was replaced with grant money, and this is the old stove that was just not working very well for the amount of food we have to prepare. We would like to sell the old stove as we already have the new one.

EXPENDITURE REQUESTS

24. None

OTHER

25. 2024/2025 Audit Discussion

Mr. Duffel advised the audit firm we are contracted with to provide the 24/25 audit will not have it completed until September. We had a phone conversation with them 2 weeks ago with Attorney Noe present and they offered to rescind the contract and allow us to interact with another firm to complete the 24/25 audit. Our new auditor for Fiscal year 26 has the capacity to take on the work and so we would like to move forward with the new auditor for the Fiscal year 25 audit. The new auditor can get here in July to get that completed and roll directly into the most recent year audit.

Attorney Noe explained the audit company was bought out, and they dropped the ball on getting the audit completed. We had a zoom meeting with the new owner, and they admitted they dropped the ball. They got an extension from the Comptroller's office for the end of December and then they got another extension for the end of March and then got another extension for the end of July, and they have now told us they will not be back until the end of September. They offered to release us from the contract. We have discovered we are not the only city that has fallen into this situation with them. Will has confirmed we are not alone in this situation at the Comptroller's office. The proposal they offered would have them getting our audit 10 months late. They have received \$9,000.00 for the services this far; I am going to request it to be returned. We may or may not receive it back, but I advise not to remain there and go any further in the hole. Will recommended this other company because of the problems we were having, and it was approved to change for the 26 audit. We may have to bring a new contract to you for the audit to be completed, and we may be out the money that was already paid to the prior company. I think this is what is best for the city. Mr. Nicholson advised that on the zoom call they were agreeable to us asking for the return of \$9,000.00. The only work that has been done is fieldwork where they come out and look at some of our records and one of the days, they were here their equipment was not working. We are currently working with the Comptroller and the old firm and new firm to get this all lined up and we are hoping we can get it completed before next week, but I cannot guarantee it. The state understands that this is not fault of the city and is not going to take away any state funding. We may have to call a special-called meeting if it cannot be completed by next week.

26. Surplus Property: 2017 Ford Utility Interceptor (R1)

Mayor Greer confirmed with Attorney Noe that we could address all toe surplus nominations from the police department together.

27. Surplus Property: 2017 Ford Utility Interceptor (817)

Mayor Greer confirmed with Attorney Noe that we could address all toe surplus nominations from the police department together.

28. Surplus Property: 2017 Ford Utility Interceptor (812)

Mayor Greer confirmed with Attorney Noe that we could address all toe surplus nominations from the police department together.

29. Surplus Property: 2017 Ford Utility Interceptor (804)

Mayor Greer confirmed with Attorney Noe that we could address all toe surplus nominations from the police department together.

30. Surplus Property: Alcousior Mercury - Portable Breathalyzer - total of 4

Mayor Greer confirmed with Attorney Noe that we could address all toe surplus nominations from the police department together.

31. Surplus Property: Eo - Tech 512 Optics - Total of 11

Mayor Greer confirmed with Attorney Noe that we could address all toe surplus nominations from the police department together.

32. Surplus Property: Taser X26, Holster, and Cartridges - Total of 19

Chief Ray advised that the 2017 Interceptors were cars that are moving out of rotation and new vehicles will be taking their place. Some of them cannot be put back on the road for various reasons.

Chief Ray advised that the other equipment being surplused have been replaced and they are out of date or obsolete.

ADJOURNMENT

A motion was made by Councilman Thompson, seconded by Councilwoman Binkley, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:03 PM

MAYOR GERALD GREER

CITY RECORDER MARY MOLEPSKE