



## TOWN OF ASHLAND CITY

### Regularly Scheduled City Council Meeting

### April 14, 2020 6:00 PM

### Minutes

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#### **CALL TO ORDER**

Mayor Allen called the meeting to order at 6:00 p.m. and opened the meeting by introducing himself and stating, "I am Steve Allen, Mayor for the Town of Ashland City, and I hereby call to order the April 14, 2020 Council Meeting of the City Council of Ashland City. Due to the COVID-19 pandemic, and in accordance with Governor Bill Lee's Executive Order 16, 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  
Councilwoman Lisa Walker  
All members reported electronically.

#### **APPROVAL OF AGENDA**

Mayor stated he would like to add Expenditures and Update Verizon Contract under the heading. A motion was made by Councilman Adkins, seconded by Councilwoman Walker, to approve the agenda with the addition. All approved by voice vote.

#### **APPROVAL OF MINUTES**

1. Council Meeting Minutes 3-10-2020  
A motion was made by Councilwoman Walker, seconded by Councilman Adkins, to approve the March 10, 2020 meeting minutes. All approved by voice vote.
2. Resolution for Electronic Meetings  
A RESOLUTION APPROVING THE CONDUCT OF THE MEETING OF THE TOWN OF ASHLAND CITY BY ELECTRONIC MEANS. A motion was made by Councilman Adkins, seconded by Vice Mayor Anderson to approve the Resolution for Electronic Meetings. All approved by voice vote.

#### **PUBLIC FORUM**

James Akers- Memory Bench on Bicentennial Trail: Mr. Akers stated he and his wife Carol Akers are here and they are not Ashland City residents and they live in Charlotte, but would like to put an "In Memory Bench" on the trail in memory of their son, Jacob Akers. Further, this would be within a quarter mile from the bathrooms and would be no cost to the city. Mayor asked for a description of what they would like to put in. Ms. Akers stated there are two they are looking at one is a granite bench and the other is in a magazine called Kirby Built that is made out of industrial plastic with a fifty-year warranty. She stated if they purchase the granite one it would come out of a place in Kentucky. Ms. Akers stated their family frequented the trail often walking the trail. Mayor asked how large the monument will be. Ms. Akers stated it will be a four-foot bench and there is currently no seating in the area they would like to place the bench. Councilman Adkins questioned if Mr. Scott Sampson is good with this. Mr. Sampson replied he is, and he has been down to the trail with them and looked at the area where they would like to place the bench. A motion made by Councilman Adkins, seconded by

Councilman Greer, to allow the Akers family to place the bench on the trail in memory of their son Jacob Akers. All approved by voice vote.

## REPORTS

### 3. City Attorney Report

Ms. Jennifer Noe stated she doesn't have anything that is not on the agenda.

## OLD BUSINESS:

### 4. Architecture Progress Review

Mayor asked if council has any questions and stated Mr. Josh Wright is on the line and is available to answer any questions. Councilman Greer questioned if under the covered corridor if there would be a need to prevent someone from walking out onto oncoming traffic. Mr. Wright responded they have talked about a guard rail in that area extending from the door about six feet in length. Further, he stated they will do something and will make it look nice. Mayor asked if there were any further questions. A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to proceed with the design presented for City Hall. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

### 5. CEC Engineering Agreement for the Sewer Treatment Plant Project

Ms. Noe stated this is for the engineering contract for the construction of the wastewater treatment plant. She further stated she has spoken with Mr. Neal Westerman and he is on the call to answer any questions they may have. Further, she stated he is in agreement with the changes she proposed via email. Mr. Westerman stated our interest rate is down to 1.875%, but we are unsure of the grant amount at this time because we are waiting on the final review and approval from the engineer at rural development. Mr. Westerman stated we have applied for a new permit for the outfall. He stated the overall project to include the plant, rehab and outfall is neighborhood of seventeen million (\$17,000,000) dollars. Councilman Jackson stated it has went up from the original thirteen million (\$13,000,000) dollars we talked about to start with. Mayor questioned that this includes the rehab in the system as well. Mr. Westerman confirmed it does, that would be the service from the tv that we did not get the block grant to complete. Vice Mayor stated this is for the smoke testing and all that. Mr. Westerman stated the rehab is from the result of the tv inspection work that was done and includes all that work. A motion was made by Councilman Kerrigan, seconded by Councilman Adkins to approve the agreement. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

### 6. Resolution: Employee Manual Updates

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ASHLAND CITY UPDATING A PERSONNEL POLICIES AND PROCEDURE MANUAL GOVERNING EMPLOYMENT WITH THE TOWN OF ASHLAND CITY. Vice Mayor Anderson asked if Ms. Reed could refresh everyone's memory on these changes. Ms. Reed stated this is the resolution to move everything regarding employee pay out of the employee manual to be able to move it into the wage and salary policy. Mayor questioned if the guidelines will just be in a different article but will be the same. Ms. Reed confirmed there are no changes other than to move everything pertaining to pay to the other policy. A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to approve the Employee Manual Update Resolution. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

### 7. Resolution: Wage and Salary Policy

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ASHLAND CITY UPDATING THE WAGE AND SALARY POLICY GOVERNING EMPLOYMENT WITH THE TOWN OF ASHLAND CITY. Ms. Reed stated this is the policy we discussed at the budget meeting to add the section regarding call-in pay. Further, regardless of if the employee has taken leave they will be paid the call-in pay at a rate of one and a half times their hourly rate. In addition, they have moved everything from the employee manual into this policy that pertains to the

employee's wages. A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to approve the resolution to update the wage and salary policy. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

8. Ordinance: Budget Amendment: Riverbluff Stage Cover  
AN ORDINANCE TO ACCEPT A BUDGET AMENDMENT FOR THE 19/20 FISCAL YEAR. Mayor stated this is to do the Riverbluff stage cover and questioned if there is anything the council would like to discuss regarding this. Mayor questioned if this is not to exceed twelve thousand dollars (\$12,000.00). Mr. Sampson confirmed that is correct. A motion was made by Councilman Kerrigan, seconded by Councilman Adkins, to approve the budget amendment ordinance. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

#### **NEW BUSINESS:**

9. Resolution: USDA Grant and Loan Applications  
A RESOLUTION OF THE TOWN OF ASHLAND CITY, TENNESSEE TO APPLY FOR GRANTS AND LOANS WITH USDA. Ms. Reed explained this is for her to be able to move forward with applying for the grants and loans with USDA. She stated it would be an interest rate of one point eight seven five percent (1.875%) for the sewer treatment plant and two point three seven five percent (2.375%) for the purchase of the fire truck and the construction of City Hall and the Fire Hall. Vice Mayor Anderson questioned the fire truck cost. Chief Walker stated the total financed would be around eight hundred thousand dollars (\$800,000). Chief Walker stated this would allow us to have the maximum possible points for the ISO (insurance service office) deduction. In order to have these maximum possible points we would be required to have a ladder truck at both fire stations. He further stated they would be replacing a 1987 and a 1994 fire truck and the payment would come out of the Fire Department's operating budget every year. Vice Mayor Anderson questioned how much the cost is. Chief Walker responded it is a million dollar (\$1,000,000) truck, but there is a one hundred thousand dollars (\$100,000) in the budget this year for down payment and there is a one hundred thousand dollar (\$100,000) grant with USDA so we are looking at financing eight hundred thousand dollars (\$800,000). Mayor questioned the rate. Ms. Reed stated the rate is two point three seven five percent (2.375%). Vice Mayor Anderson clarified this is just to approve to apply for the grant. Ms. Reed confirmed that is correct. A motion was made by Councilman Jackson, seconded by Councilwoman Walker, to approve the resolution for USDA grant and loan applications. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.
10. Lindy Murff Renewal Contract  
Ms. Melissa Womack stated this is to approve the annual contract for Lindy to do the exercise program and the only change is to increase her rate to thirty-five dollars an hour (\$35.00) this year. A motion was made by Vice Mayor Anderson, to approve the Lindy Murff Contract. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.
11. GNRC Environmental Contract  
Ms. Reed stated in order for us to get any loan and grant with USDA we are required to do an environmental survey on both the properties. Further, the cost will total four thousand five hundred dollars (\$4,500) and GNRC has done these studies before and are familiar with USDA's requirements. In addition, there is a waiting period once they get started so it will take at least forty-five days to complete the study. A motion was made by Councilman Adkins, Seconded by Councilwoman Walker, to approve the GNRC Environmental Contract. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.
12. Corp of Engineers Easement Agreement  
Ms. Noe stated this is a little outdated and is for an easement where we will pay the sum of one thousand twenty-five dollars (\$1,025). Mr. Clint Biggers stated it is for a water and sewer line on

Highway 12 that is on Corp property. Councilman Jackson questioned what bridge this is. Mayor responded it is Dry Fork Bridge. Councilman Jackson questioned why we have to have an easement for this if it is hanging on the bridge. Mr. Biggers stated he is not sure. Ms. Noe stated the term is for fifty (50) years. A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to approve the easement agreement with the Corp of Engineers. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

13. TCRS Rate Agreement

Ms. Reed stated this is the annual rate agreement we do every year to set the city's rate. Councilman Jackson questioned what it is for. Ms. Reed stated it sets the city's rate and TCRS sets a minimum standard we are required to adopt based on a number of factors including the number of retirees we have drawing retirement. Further, we have went above the minimum standard the last several years to reduce our liability which keeps us from having to raise rates in the future. A motion was made by Councilman Adkins, seconded by Councilman Greer, to approve the TCRS Rate Agreement staying at six point five percent (6.5%). Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

14. Audit Contract

Ms. Reed stated she contacted a couple of different auditors after Yeary, Howell, and Associates told us they could not complete our audit this year. Further, Crosslin has done audits with other towns such as City of Gallatin and City of Clarksville Utilities. Further, she has given the agreement to Ms. Noe to review. Ms. Noe stated there is an arbitration clause if the board could approve with changes of the city attorney recommendations. A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to approve the audit agreement with the recommended changes by the city attorney. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

## **EXPENDITURE REQUEST**

Updating Verizon Contract: Ms. Reed stated we have been on a contract for several years with Verizon and the phones on the plan share minutes. Further, the state has a new contract we can utilize that will actually save us money and will make billing more simple. Vice Mayor Anderson questioned the savings. Ms. Reed stated it is about fifteen dollars (\$15) for the basic phones and ten dollars (\$10) for the smart phones. Ms. Noe stated there are no changes to this agreement. A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to approve the updated contract. Voting Yea: Mayor Allen, Vice Mayor Anderson, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilwoman Walker.

## **OTHER**

Mayor reported a Mr. Humbles from the state called Friday in regard to the state giving money away and we will get one hundred and thirty-three thousand dollars (\$133,000). Further, we will be able to spend toward our projects. He stated the county is getting money and the other cities are getting a portion of the money as well. Councilman Adkins questioned what this money is for. Mayor Allen stated it is the governor's initiative to help with the economy.

Mayor stated he appreciate employees coming in and department heads have worked out schedules for employees to come in and their health is very important so they will still be able to observe distance rules but still be able to work.

Mr. Sampson stated he called the state health department and county health department in regard to COVID-19 and they stated this social distancing could carry into fall. Further, there are several events that have been canceled and he would recommend canceling Summerfest this year being we can't keep the public safe. Mayor Allen stated he agrees and wish it wasn't happening. Councilman Jackson questioned if we have to pay anyway. Mr. Sampson stated we wouldn't be out any money at all with the fireworks as they would use it as the deposit for next fiscal year's Summerfest. Councilman Jackson questioned if we promise the carnival operator any money. Mr. Sampson stated the carnival

vendor is not operating at this time and we don't owe them anything. Councilman Jackson questioned if we could wait until closer to time and still get out of it. Further, things could change a lot between now and then. Ms. Reed stated if we wait Pyro Shows doesn't have to give us the money back per the contract and they don't have to technically give us a credit at all. Mayor stated he would hope we would be able to do it, but he doesn't know if we could get the carnival vendor interested in doing it unless they have a full circuit, they are traveling being they are based out of Florida. Vice Mayor Anderson stated we need to stay in touch with the carnival company before we cancel. Mayor stated it is one of those things when you watch the news the politicians and medical experts, they don't seem able to agree on things. Vice Mayor Anderson stated they all give different numbers every day. Jennifer Noe questioned the agreement with one of the performers and would he have an issue if we cancel. Mr. Sampson told him we would discuss tonight, but the contract totals one thousand dollars (\$1,000) for him and an opening act. Vice Mayor Anderson questioned if we cancel if he can be given a spot at Music on Main. Mr. Sampson stated that would be up to the Event Committee and he had performed once already. Councilman Adkins questioned if we could wait until the end of April. Mr. Sampson stated yes, but he wonders if we go through with it what type of turn out we will have. Ms. Noe stated we could hold a special called meeting and allow she and Scott to get with the performers and the other contractors to see where they stand maybe at the end of the month or the first of May to make the decision. Councilman Jackson stated he would like to wait until the first of May. Mayor stated we could discuss at the Workshop meeting on May 5th.

#### **ADJOURNMENT**

A motion was made by Vice Mayor Anderson, seconded by Councilman Kerrigan, to adjourn. All approved by voice vote and the meeting adjourned at 7:06 p.m.

  
MAYOR STEVE ALLEN

  
CITY RECORDER KELLIE REED, CMFO, CMC