



TOWN OF ASHLAND CITY
Regularly Scheduled Workshop Meeting
February 04, 2020 6:00 PM
Minutes

CALL TO ORDER

Mayor Allen called the meeting to order at 6:01 p.m.

ROLL CALL

PRESENT

Mayor Steve Allen
Vice Mayor Daniel Anderson
Councilman Tim Adkins
Councilman Gerald Greer
Councilman Chris Kerrigan
Councilwoman Lisa Walker

ABSENT

Councilman Roger Jackson

APPROVAL OF AGENDA

A motion was made by Councilwoman Walker, seconded by Councilman Adkins, to approve the agenda as written. Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

1. Workshop Meeting Minutes 1-7-2020

A motion was made by Councilman Adkins, seconded by Councilwoman Walker, to approve the 1-1-2020 meeting minutes as written. Motion passed unanimously by voice vote.

REPORTS:

2. Fire and Codes

Chief Walker provided council with the January 2020 report showing 82 calls. He stated the department has twelve new volunteers and in two weeks the department will be working with Dickson City to do a live burn at the training tower. Chief Walker said his codes employee Tom Ponder is no longer employed with the City and has been replaced by Mr. Justin Short as an internal transfer from Public Works. He stated Mr. Short will start as Property Maintenance then work up to Building Inspector. Chief Walker stated the Planning Committee approved a 13 lot subdivision near/on Forrest St., North Poole, and Gallaher, and one property on HWY 12 South was recommended for rezone on next month's Planning Committee meeting

I.T. Report

Chief Walker stated he has no written report for IT; however, Mr. Jake Greer and Mr. Derek Noe have updated all firewalls, made progress on Office 365, the current server issue, patrol cars remote management system, are working to correct email servers, and are working with the County for record sharing. Mr. Greer closed ten of twelve IT tickets in January 2020. Chief Walker stated the contract for Office 365 should be available next week.

3. Police Department

Chief Ray stated a lot of calls last month and the department is back to full staff from some being out on sick leave. He stated they will begin testing for Sargent next week.

4. Court Department

Ms. Anita Justice stated business as usual.

5. Senior Center

Ms. Melissa Womack stated business as usual. She stated the applications have been picked up for the open position. She said the Event Committee met and discussed the upcoming Disc

Golf Tournament as well as Easter craft sells and food trucks taking place on April 11, 2020. She stated Mr. Scott Sampson got with HB Clark and 45 people have signed up to participate and is almost full.

6. Parks Department

Mr. Scott Sampson was absent. Mr. A.C. Clark was there to fill in. He stated they are getting ready for Summerfest vendors and for the youth sports season to start up. Mayor Allen asked about the date for the Pow Wow which was requested to be held at Riverbluff park this year. It was determined to get with Mr. Sampson on date and time.

7. Public Utilities/Works

Mr. Clint Biggers stated they tore down a single wide trailer that was condemned on Maple Drive. He stated they have started the Sycamore Square water tank project and currently are waiting on metal and the sewer treatment plant land description has been written out and is to be turned into the County and waiting for grant to get completed. Councilman Tim Adkins said a resident approached him about trash on Hwy 12 South and he is asking who is responsible for cleaning that area. Mr. Gary Binkley stated he will call the sheriff and request it be put on their list.

8. City Recorder

Ms. Kellie Reed stated the front office had 7 cut-offs last month. Further, she is working on the Industrial Access Road Grant and had a meeting with the business owners. Councilman Chris Kerrigan asked about electrical permits and Ms. Gayle Bowman stated she previously spoke with Mr. Dwight Thornton and Mr. Jason Scott and they requested we continue doing permits in the office for him if he sends the customer to us. Ms. Bowman stated she has not given a definite answer yet but the ladies at City Hall are giving customers the information for the website.

OLD BUSINESS:

9. Contract from Pyro Shows for fireworks

Ms. Reed stated this agreement is for this year's fireworks show for Summerfest and will set up at the walking tract. She stated this is the final agreement.

10. Tennessee Waltz Parkway/Highway 12 Red Light Design

Mr. Biggers stated the Council has a copy of the engineer's report on the estimated cost of a basic red light. He stated the last 5 items on the list are optional and we need to decide if the optional items are needed or wanted.

NEW BUSINESS:

11. I Am Responding Subscription Renewal Agreement

Chief Walker stated this is already in the budget and is a program used to schedule the volunteer firemen and have been using this program for about 7 years

12. Contract Rider for Summerfest Performer (Clayton Quisenberry)

Ms. Reed spoke for Mr. Sampson stating Mr. Sampson requested this item be added to tonight's agenda. She said this contract is for one performer to play at Summerfest. It was discussed that we do pay other performers for Music on Main as well as Summerfest from monies allowed in the budget but have not had one request a contract before. Mayor Allen stated Mr. Sampson may have more information on this when he returns.

13. Open Roads Policy Agreement

Chief Ray stated this agreement is with the State and states we agree to open any closed roads as soon as possible and the State will assist.

14. Creation of a Parks and Recreation Advisory Board Discussion

Ms. Reed stated that to her knowledge this was passed as a Resolution in 2016 and after speaking with MTAS it should be an Ordinance and will require two readings. Ms. Reed said Mr. Sampson would be involved but not a board member, and he will report back to Council on any updates from the advisory board made up of five members. She said if it passes in February it will take effect 20 days later. Mayor Allen asked about pay for the members. Ms. Reed stated they will be paid \$62.50 a meeting and for any special called meetings if needed

and the Mayor will appoint the members. Councilwoman Walker stated that other boards need to be looked into as she thinks the Events Committee does not have a term date. Ms. Reed said that was already on her list of to-dos.

15. Dog Park Agreement and Resolution

Ms. Reed stated that Ms. Jennifer Noe had requested for her to show the council pictures of what the park in Kingston Springs looks like and Ms. Reed projected the photos and a video for council to view. Ms. Amanda Melton also presented a letter of support/agreement and estimates for construction for the dog park. Ms. Reed stated Ms. Noe is currently working on the resolution and looking over the letter of support/agreement. Councilman Adkins asked if the agreement was needed to apply for the grants. Ms. Reed stated yes. Councilman Adkins asked how many grants. Ms. Melton stated there will be 2 grants for an estimated total of \$20,000.00 and are due in April or June.

16. Community Development Block Grant Resolution

Ms. Reed stated with Resolution passed in November 2019 for sewer lift stations, however the State changed a few things and the Resolution will need to change to accommodate the changes.

17. Resolution: Employee Manual Updates

Ms. Reed stated Ms. Bowman presented these changes at the last budget meeting and Ms. Noe has looked and made recommendations for changes.

18. Ordinance: Rules of the Road

Ms. Reed stated Ms. Noe requested this be added to the agenda. Ms. Justice requested to see the Ordinance before the reading as she brought this Ordinance to Ms. Noe's attention.

19. Ordinance: Updating Title 18 Chapter 1: Section 7: 18-107

Ms. Reed stated this is an Ordinance to update our current leak adjustment policy for Servline policy that will be in the packet for next week's meeting and finalizing with Ms. Noe.

20. Ordinance: Fiscal Year 2019-2020 Budget Amendment #2

Ms. Reed stated this amendment is for several items already approved; \$16,000.00 salary study, engineering fees for traffic light design options, and \$3,500.00 for Ms. Justice's traffic school material.

SURPLUS PROPERTY NOMINATIONS:

None.

EXPENDITURE REQUESTS:

21. Award Bid Replacing Fire Station II. roof

Chief Walker stated there was a pre-bid meeting and four contracts attended. Open bids will take place Friday February 7, 2020. Chief said this is a budgeted item but may run over the budget as they have found more issues to repair or replace.

OTHER.

Councilwoman Walker requested an updated spreadsheet showing all current City grants. Councilman Greer stated he saw an ad on Facebook for HGTV to do a hometown makeover and requested permission to submit Ashland City. Mayor Allen said he feels this is a good idea if the deadline can be met of Friday February 7, 2020. Chief Walker offered Councilman Greer the use of the Fire Departments drone.

ADJOURNMENT

A motion was made by Councilman Greer, seconded by Councilman Kerrigan to adjourn the meeting. All approved by voice vote. Meeting adjourned at 6:48 p.m.


MAYOR STEVE ALLEN


CITY RECORDER KELLIE REED, CMFO, CMC