



TOWN OF ASHLAND CITY

Regularly Scheduled Workshop Meeting

July 07, 2020 6:00 PM

Minutes

CALL TO ORDER

Mayor Allen opened the meeting at 6:04 p.m. by introducing himself and stating, "I am Steve Allen, Mayor for the Town of Ashland City, and I hereby call to order the July 7, 2020 Workshop Meeting of the City Council of Ashland City. The meeting is being made available 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 and so the residents can listen and know the business of the city."

ROLL CALL

PRESENT Mayor Steve Allen, Vice Mayor Daniel Anderson, Councilman Tim Adkins, Councilman Gerald Greer, Councilman Chris Kerrigan, Councilwoman Lisa Walker. All members reported electronically.

ABSENT Councilman Roger Jackson

APPROVAL OF AGENDA

A motion was made by Vice Mayor Anderson, seconded by Councilman Walker to approve the agenda with the addition of a Pitney Bowes contract under expenditures. All approved by voice vote. June Workshop Minutes will be presented for approval at the August Workshop Meeting.

REPORTS:

1. Fire, Codes and IT Report
Chief Chuck Walker stated fire has been busy the first of the month there were thirty-five (35) calls, but due to things back open there were a total of one hundred and fifteen (115) at the end of the month. He informed all fireman are healthy. He stated there's a rezone request on the agenda tonight for codes and a mobile food vending change.
2. Police Department
Chief Kenny Ray stated the police department has been busy with lots of calls, six (6) were DUI's in the three (3) days. Further the new employee is working now.
3. Court Department
Ms. Anita Justice was unable to attend the meeting and no report was given.
4. Senior Center
Ms. Melissa Womack stated they are busy updating items and working to prepare for seniors to return. She stated the HVAC unit was an emergency purchase, ADA items have been added to the doors, they are painting some areas, and Friends of Senior Center replaced the flooring in the craft room and kitchen. She informed of a program called Chatty Kathy where they call the seniors to check in on them weekly. She stated seniors will be able to return in September.
5. Parks Department
Mr. Scott Samson informed the Riverbluff roof is finished, the Triathlon has been cancelled, and they have a new employee Derek Wright. He stated a bench dedication took place this afternoon about one and a half (1.5) miles from Marks Creeks side of trail for Jacob Akers.
6. Public Utilities/Works
Mr. Clint Biggers stated things are good, there will be a bid opening on Friday for the red light, and the water tank will be painted on the 20th. He informed of a new customer Nashville Fabrication. He stated Shannon Mayo moved to the Water Treatment Plant and Becky Cohen moved from Recorder's Office to Public Works.
7. City Recorder

Ms. Kellie Reed was unable to attend the meeting and no report was given.

8. Financial Director

Ms. Gayle Bowman stated they are working on the audit and the auditors will be at City Hall on Monday. She informed the fund balance and expense report has been emailed to all of council along with a ten (10) year debt report from the last ten (10) audit reports. She stated office has been busy updating salary increases and deductions for new fiscal year and closing out the year to prepare for auditors. She stated they are also lost an employee.

OLD BUSINESS:

9. Comcast Franchise Agreement

Ms. Bowman stated Ms. Jennifer Noe will discuss this at the council meeting next week.

10. Resolution: Governor's Local Government Support Grant Funding

Mayor Allen stated we can now spend this any way we want. Councilman Adkins asked about capital projects and new construction. Councilman Greer suggested ADA plan and sidewalk modifications. Vice-Mayor Anderson suggested streets, ADA, or sidewalks. Mayor Allen stated he will get with Mr. Brian Stinson about the ADA plan so we can discuss it at the budget meeting.

11. Amending Title 8: Chapter 2 of the Municipal Code

Ms. Bowman stated this will be for the 2nd reading next week.

NEW BUSINESS:

12. Resolution: Updating Wage and Salary Policy and Pay Table

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. Bowman stated this is for a request of changing every number on the pay table the cost of living percent. She read all of the changes in the policy that pertain to the cost of living percent changing all of the numbers. She stated this will cut the need for so many salary studies and the need to have council review each year. She stated three (3) pay tables represent the current, the changes, and the new with the two percent (2%) cost of living amount and position title changes. She stated in changing the amounts with the cost of living, when you hire a new employee at the lowest salary, they will always remain at the lowest if merit raises are not approved. Mayor Allen suggested council to take time to review and ask questions next week.

13. Resolution: Updating Purchasing Policies and Procedures

A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF ASHLAND CITY UPDATING SECTION 3 OF THE PURCHASING POLICIES AND PROCEDURES.

Ms. Bowman stated this is adding to section three (3), no refunds below five dollars (\$5), state has a fifty dollar (\$50) limit. She informed the cost of cutting a twenty-five (25) cent check is not cost efficient. Vice-Mayor Anderson stated he wanted his money, and asked council if you go to grocery store and the change is four dollars and fifty cents (\$4.50) do you want the store to keep it. Councilmen Greer questioned if the refund could be distributed through petty cash. Ms. Bowman stated the refund has to be given by check. Mayor Allen stated it is the time involved. Ms. Bowman stated the refunds under a dollar are payments mailed into court. She informed at year end the checks move to unclaimed property because they are returned or never cashed. Vice-Mayor Anderson stated we could not keep their money. Councilmen Greer suggested giving the customer an option. Vice-Mayor Anderson stated he understood the business end of it, but does not feel we should keep the money. After much discussion, it was suggested by the Mayor to call other cities to see what they do.

14. Ordinance: Amending Title 9, Chapter 10 Mobile Food Vending

AN ORDINANCE TO AMEND TITLE 9, CHAPTER 10, MOBILE FOOD VENDING.

Chief Walker stated we have several food trucks around town and they are only allowed to stay in one place for four (4) days.

15. Rezone Request: Highway 12- Map 62 Parcel 041.00 and 041.01

Chief Walker stated this is a piece of property on Highway 12 to the right before Thompson Road and the owner has requested a rezone from residential to industrial. Further, this property is close to the Industrial Park and does boarder a piece of property on the backside that is industrial. He stated the Planning Commission discussed this last night and heard from several surrounding neighbors and the property owner. The Planning Commission voted to not rezone; however, the Council has the final decision. Chief Walker explained there was much discussion regarding blasting, which is permitted through the state, and they have been doing this according to regulation, but have had some problems and the state has been down to investigate some fly rock in the neighbors yard. He stated the blasting is a totally separate issue than the rezone. Vice Mayor Anderson questioned the reason why the Planning Commission didn't recommend this for rezone. Mayor stated he felt it was more or less the opposition from the residents. Councilwoman Walker stated the plan presented was to put a maintenance building where dump trucks would be parked. She further stated some of the issues were the amount of dump trucks that would be coming in and out of the property, the hours of operation, and the disturbance to the neighbors as such. Councilman Greer questioned the if there will be an issue with the lack of a turning lane into the property. Chief Walker stated the owner has a fleet of about fifteen (15) dump trucks which leave at about six o'clock in the morning (6:00 a.m.) and return in the afternoon. He stated they wanted the shop there for the maintenance of these trucks to change oil and such. Councilman Greer questioned if there will be dirt on the roads coming off this property. Chief Walker stated the ordinance indicates this property should have a dust free drive and parking lot. Vice Mayor Anderson questioned if the owner has met the requirements to qualify to be rezoned. Chief Walker stated there really are not any requirements, but are more things to be considered such as spot zoning and the land use plan. Vice Mayor Anderson questioned if they meet these requirements why would you not rezone the property.

SURPLUS PROPERTY NOMINATIONS:

None.

EXPENDITURE REQUESTS:

16. Award Traffic Signalization Bid
Mr. Biggers stated the engineer, Jason Reynolds, did the bid and will have it next week. Ms. Bowman stated the bid opening will be at City Hall on Friday.
17. New Swings for Riverbluff Park
Mr. Sampson stated this is a capital budget request that is in the budget and he would like to get it done in the Fall.
18. Pitney Bowes Agreement - Public Works Postage Machine
Mr. Biggers stated the Water Plant and Sewer Plant are using a credit card currently to buy postage and it would make it easier for them to keep from tracking him down.

OTHER.

Mayor stated the clean up on the lot for City Hall is looking really good. He further stated there are lots of people looking for property for homes and business. He stated he is looking into a sound system in order for the town to provide their own sound system.

ADJOURNMENT

A motion was made by Councilwoman Walker, seconded by Councilman Adkins, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:01 p.m.