



TOWN OF ASHLAND CITY
Regularly Scheduled Workshop Meeting
April 05, 2022 6:00 PM
Minutes

CALL TO ORDER

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

ROLL CALL

PRESENT

Mayor Steve Allen
Vice Mayor JT Smith
Councilman Tim Adkins
Councilman Chris Kerrigan
Councilman Kevin Thompson
Councilman Tony Young

ABSENT

Councilman Gerald Greer

APPROVAL OF AGENDA

A motion was made by Councilman Thompson, seconded by Councilman Kerrigan, to approve the agenda with additions and changes. All approved by voice vote.

APPROVAL OF MINUTES

1. March 01, 2022 Workshop Meeting Minutes

A motion was made by Vice Mayor Smith, seconded by Councilman Thompson, to approve the March 01, 2022 Workshop Meeting Minutes as written. All approved by voice vote.

OLD BUSINESS

2. Court Discussion

Mr. John Eskew, a Court Specialist with MTAS, stated that he was asked a few broad questions by the Council, and he was there to answer those and give a broad description of Traditional and General Sessions Courts. He stated that Traditional Court is civil in nature and there is no risk of jail and General Sessions Court would hear criminal cases like misdemeanor citations, DUIs, theft, etc. Mr. Eskew stated that the City has General Sessions jurisdiction and can hear all cases. He stated that if the City chooses to move to Traditional Court some things would be simpler since there would be no arrests and the fines paid would stay with the City instead of sending it to the State. Mr. Eskew stated that it would increase the workload on the County since all of the criminal cases with the City would be bound over to the County. He stated that if we dropped General Sessions, our judge and court clerk could be appointed instead of elected. Mr. Eskew stated that a residency requirement would not apply as well. He stated that if General Sessions is eliminated it would be very difficult to reinstate but not impossible. Mr. Gary Jaeckel, a Municipal Management Consultant with MTAS, came forward and stated that one of his colleagues did an audit on the court finances. He stated that she did a very thorough job and he had just received her draft report of the findings. Mr. Jaeckel stated that her final report would not change the outcome. He presented her findings to the Council and stated that they were revenues versus expenses over the last three (3) fiscal years. Mr. Jaeckel stated that traffic court earns 82-83% of total revenues and the expenses for general sessions court are 81% on a regular basis. He stated that one consistent piece was that over the last three (3) years, the portion of the general sessions ends up in the negative a little more each year. Ms. Missy Sullivan, the Court Clerk for the City of Dickson, stated that they abolished general sessions court in 2017 because it became a liability for the City of Dickson. She stated that they now appoint the judge and their court clerk, and they expend half as much money with less work. Chief Jeff Lewis, the Police Chief for the City of Dickson, stated that they had to transport prisoners to the city court, and it was a nightmare. He stated in 2016, they had prisoners get out. Chief Lewis stated that it cut his overtime in half and they all work very closely with General

Sessions and the District Attorney. He stated that there are no cons for them, and it has been easy.

3. Ordinance: Temporary Use Permit
Mr. Nicholson stated that this was for a second reading allowing the changes.
4. Ordinance: Amend Residence Requirements
Councilman Kerrigan stated that he still had questions regarding this. He questioned if this needed to be done. Ms. Noe stated that she would look into it again, but their hands were pretty much tied.
5. Ordinance: Amend Parking Spaces
Mr. Nicholson stated that this was a second and final reading. He stated that this would decrease the required number of parking spaces for financial and real estate services only.
6. Ordinance: Budget Amendment #7 (Flood Relief Funds)
Ms. Bowman stated that this was the flood money left over in the flood fund. She stated that they would close the account and reappropriated the money to Water and Sewer.

NEW BUSINESS

7. Ethics Complaint
Ms. Noe stated that there have been two (2) ethics complaints received from employees. She stated that every city has a code of ethics and MTAS came up with a model that is regulated by the State Code. Ms. Noe stated that she is the ethics officer for the City and when there is a complaint filed, she would investigate and do a report, but it is different for an elected official. She stated that she cannot do anything until she comes before the board. Ms. Noe stated that the board must determine how to move forward. She presented each board member with a copy of the complaints received. Councilman Adkins asked if she could explain the procedure. Ms. Noe stated that she would do an investigation and report back to the board. She stated that the only other applicable law would be an ouster procedure. Ms. Noe stated that District Attorney Ray Crouch was not available for the meeting tonight, but he would be the one to pursue the ouster proceeding. Councilman Adkins asked how long it would take. Ms. Noe stated that she could have something by the May meeting.
8. Department Head Meeting Discussion
Councilman Adkins asked if the department heads were still meeting. Mayor Allen stated that they are not because it is the busiest part of their day. Councilman Kerrigan stated that this does not allow the departments to coordinate with other departments. Mayor Allen stated that they could schedule a different time. Ms. Bowman asked if Tuesday mornings at 8:30 a.m. still worked for everyone and the department heads agreed.
9. Civics Bee Donation
Ms. Bowman stated that this is a donation of \$100.00 to Cheatham County Schools for Prizes. Councilman Adkins stated that this was a new event for the school system and there would be competing teams that the money would go to for prizes. Councilman Thompson asked if they could ask other businesses or accept private donations. Ms. Bowman stated she was not sure.
10. Fire Hall Contract
Chief Walker stated that this was the contract between the City and the chosen contractor. He stated that they should have it next week for the Mayor to sign.
11. Freshworks IT Ticketing
Ms. Martin stated that this was an agreement to add an IT ticketing system to help Jake keep up with employee requests. She stated that if this was approved, the IT policy would be amended, and it would be required to submit a ticket to receive technical support.
12. Servline Renewal
Ms. Bowman stated that this was the annual renewal for ServLine. She stated that this is for water leaks and there were no changes.
13. Resolution: Dissolve Regional Planning
Ms. Noe stated that there are two (2) different types of Planning Commissions, Municipal and Regional. She stated that Regional Planning Commissions can go outside the city limits. Ms. Noe stated that they recently found out that we were approved as regional in 1967 and they would like to dissolve that. She stated that it is coming up now due to the change in urban

growth areas. Mr. Nicholson stated that we are in Violation. Councilman Kerrigan asked if there was a need to be regional. Mr. Nicholson stated that there is no need right now.

14. Resolution: CDBG Grant Participation

Mr. Biggers stated that this resolution is required to qualify for the grant.

15. Resolution: TDEC ARP Grant

Mr. Biggers stated that this would allow us to apply for the grant.

16. Resolution: TIPS Cooperative Purchasing

Ms. Martin stated that this would allow the city to purchase items at a discount through a state contract.

17. Resolution: Authorization to Apply for a Senior Center Grant

Ms. Martin stated that this is needed to apply for the grant.

18. Resolution: Amend IT Policy

Ms. Martin stated that this will only be needed if the Freshworks Agreement passes. She stated that this would require an IT ticket to be submitted to receive technical support.

19. Ordinance: Amending Hotel/Motel Tax

Ms. Noe stated that the City currently receives two and one-half percent (2.5%) and this would allow for four percent (4%) which is an additional one and one-half percent (1.5%).

SURPLUS PROPERTY NOMINATIONS

20. Surplus Toro Mower

Mr. Sampson stated that this is to surplus the mower since it has been replaced.

EXPENDITURE REQUESTS

21. New Radios for PD

Chief Ray stated that this was a request to purchase new hand radios. He stated that the money is already in the budget.

22. Award Bid: Road Paving

Mr. Biggers stated that we received two (2) bids and he recommends the lowest bid.

23. Award Bid: ADA Improvements for Johns Park

Mr. Stinson stated that we received one (1) bid. He stated that we could push it off, but it must be done eventually. Councilman Adkins asked if the money was in the budget. Mr. Stinson stated it was not and would require an amendment. Ms. Bowman asked how much the bid was for. Mr. Stinson stated \$77,000. He stated that \$25,000 was in the budget and they would need \$52,000.

24. Award Bid: Sewer System Rehabilitation

Mr. Biggers stated that he recommends going with the lowest bidder.

OTHER

Budget Amendment #8 - Ms. Bowman stated that this would only need to be passed if they awarded the bid for the ADA Improvements at Johns Park.

Rezone Request Hwy 12 - Mr. Nicholson stated that this rezone was recommended by the Planning Commission. Mr. Hussaen Ismail stated that the green highlighted area on the map provided would be changing to R1 and the rest would stay R4 PUD. Councilman Kerrigan asked if there was enough room. Councilman Thompson stated that it was right at the minimum.

TCRS Rate for FY23 - Ms. Bowman stated that this was the agreement for the yearly TCRS contribution that the City gives to the employees. She stated that she was asking for six and one-half percent (6.5%) again this year.

ADJOURNMENT

A motion was made by Councilman Kerrigan, seconded by Vice Mayor Smith, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:45 p.m.


MAYOR STEVE ALLEN


CITY RECORDER ALICIA MARTIN, CMFO