



TOWN OF ASHLAND CITY

Regularly Scheduled Workshop Meeting

January 06, 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 Vice Mayor Kerrigan, to approve the agenda with changes to add the Attorney Client Privilege meeting and Poole Street Discussion. All approved by voice vote.

APPROVAL OF MINUTES

1. Approval of December 2, 2025, Regularly Scheduled Workshop Meeting Minutes

A motion was made By Councilman Thompson, Seconded by Councilman Young to approve the December 2, 2025, minutes. All approved by voice vote.

PUBLIC FORUM

Travis Jarrett, with Jarrett Concrete Products, addressed complaints regarding a property at the top of the hill. He stated the work was done in error without first obtaining a site plan and apologized for the oversight. The intent of the project was to level the property for storage of old molds to reduce clutter at the Highway 12 location, which is at capacity. Dump trucks operated for three days, and he acknowledged the noise concerns from nearby residents. He stated the site will not be used regularly and, with city permission, would only have one to two truck trips per month. An engineer has now been engaged to prepare a site plan.

REPORTS

2. **ATTORNEY: JENNIFER NOE** states that she has the Attorney Client Privilege meeting added to the agenda under other and she will discuss everything then.
3. **CHIEF OF STAFF/CODES DEPARTMENT: ALLEN NICHOLSON** reported 4 permits, 26 inspections, and 52 property maintenance cases, with \$67,802.20 in revenue collected, noting this is approximately \$4,000 short of covering the new Codes Department position. He provided updates on the 111 Boyd Street residential project with a proposed PUD overlay, zoning ordinance revisions, issuance of the Monell's building permit, resolution of a TDOT issue, enforcement actions at Royal Oaks Apartments, preparation for upcoming meetings, assistance with a \$1.9 million cybersecurity grant, ongoing traffic and development issues, progress on Bicentennial Trail grants, and strategic planning with the Mayor.
4. **CITY RECORDER: MARY MOLEPSKE** reported that all meeting minutes and contracts are completed and uploaded, assisted with community holiday events, prepared January agendas and resolutions, gathered audit materials, the mowing bid packet is prepared, with a mandatory walkthrough scheduled for January 12th, and that the paving bid packet is pending

measurements and street information from Clint and will be sent to Jennifer for review once completed, and was out the last two weeks of December.

5. COURT DEPARTMENT: CYNTHIA HOLLINGSWORTH reported she has been out sick, with departmental update notes submitted. She stated staff is resuming daily operations, including answering phones and maintaining records, we are excited to begin the new year.
6. FINANCE DEPARTMENT: WILL DUFFEL A budget review for December was presented, highlighting key points. Councilwoman Binkley asked why court revenue is at 5% and if it is expected to increase. Will explained that court revenue is tracked separately and must be reconciled with other systems, so it will appear low until year-end when all accounts are combined.
7. FIRE DEPARTMENT: CHIEF WALKER reported 127 calls for the month, noting high activity around Christmas. The year-to-date totals are included in the review packet. Highlights show 70% of calls from Station 1 and 30% from Station 2, which is staffed only 12 hours per day, with most calls occurring in the morning. The department is considering relocating the Petway Station Staff and adding staff to Station 2 during daytime hours.
8. HUMAN RESOURCE DEPARTMENT: VIOLET BLACK Reported that all holiday events were held, and the fire department won the stuffed animal drive, so they will be provided lunch. Assisted with serving the senior center lunch, completed a 6-week Mastermind class with Larry Roberts, and worked on HR issues. A PEP Liability Inspection was completed with only two minor infractions, which have been corrected. Was on vacation the last two weeks of December.
9. PARKS DEPARTMENT: ANTHONY CLARK Reported that the Christmas Parade had 81 entries, congratulated float winners, and thanked all departments for their support. The team replaced the playground fence at John's Park, held the final holiday market, and processed 23 letters to Santa. Collaborated with Mary to complete and advertise the mowing bid packet, addressed graffiti at Riverbluff, and winterized equipment and restrooms (except at Riverbluff). Thanked Melinda Ruffin and Valerie Kemp for organizing the Mistletoe Trail again.
10. POLICE DEPARTMENT: CHIEF RAY reported that December was very busy, with 1,407 calls. No issues were reported at the Christmas Parade. The department had one academy graduate and one new officer starting the academy. Saturation patrols for the grant will continue. Work on the LPRs is ongoing; one unit is awaiting a replacement part to complete installation.
11. PUBLIC WORKS DEPARTMENT: CLINT BIGGERS Reported that the Christmas float was disassembled, 2 water main leaks were repaired, and 7 sewer repairs were completed. Met with the contractor on Annette regarding relocating a sewer line, assisted with LPR installation, and noted 23 accounts on the cut-off list. Also held a meeting with A.O. Smith regarding railroad fees.
12. TECHNOLOGY DEPARTMENT: JUSTIN WHEELER Reported completion of getting Police Department body cameras back online, addressed a Microsoft 365 licensing issue, and worked with Infomark on SCADA at the WWTP for remote troubleshooting. Assisted with the PEP grant with Will and Allen, handled day-to-day operations, and was out for the last two weeks of December.
13. THRIVE 55+ DEPARTMENT: TAMMANY CARTER Reported serving 1,444 members (316 meals), completing the monthly financial report, working on the Mistletoe Trail tree and parade float, and taking 54 members on a day trip. The \$30,000 grant will fund a salad bar, and an \$8,000 grant will decal a new senior bus. The next computer class has 12 enrolled, and a 2026 staff planning meeting was held.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

14. RESOLUTION 2026-01: Public Meetings

Mayor read note to defer until February for a mistake to be corrected and readvertised. City Attorney Jennifer Noe advised we would not need to readvertise, and we could amend it and it can be voted on at the January Council meeting. Two dates for the workshop need to be changed one in March and one in April. The meeting Resolution should have been approved in December and advertised after the board approved the dates.

15. RESOLUTION 2026-02: Amend the Towns Cyber Security Plan.

Justin Wheeler advised this is to remove Jake Greer as the Town security officer and replace it with the Town's IT department employees.

16. RESOLUTION 2026-03: Cyber Security Grant through the State.

Will Duffel advised this is asking for permission to apply for this grant in the amount of 1.9 million dollars. We submitted the application before we had approval to get it completed before the deadline. It is a true grant with no match. The 3 projects we identified to request the money for are the water plant SCADA system at 1.6 million dollars, Video surveillance equipment at \$ 200,000.00, and the emergency alert equipment installation (tornado sirens) at \$ 100,000.00.

17. ORDINANANCE 644: Budget Amendment

Will Duffel advised this is to amend the budget for the following items: The first was an omission from the last amendment is the THSO grant for the police department for overtime pay. We recognized the revenue but we did not recognize the expense so that line item is pursuant to ordinance 643 and resolution 2025-40 and 2025-4, in addition to the THSO grant money we also have the employer share of retirement contribution as well as the employment taxes, Line 4 police other expenses that is allocating the \$ 2,000.00 that was donated to the police department from Ashland Market and AO Smith, Line 5 is allocating the \$ 550.00 the Thrive 55+ Center had donated from the Community Foundation of Middle Tennessee, Line 6 is recognizing the other revenues for those donations to the police department and another that was given directly to the Town of Ashland City, that is the last line for the \$ 1,000.00 from Ashland Market. The next page is the water/sewer fund and the resolution passed in September 2025-36 in the amount of \$ 820,000.00 which is the modernization of the water plant SCADA system.

18. RESOLUTION 2026-04: Accepting the \$1000.00 Donation from Ashland Market

Chief Ray advised they came in and gave us a check for \$ 1,000.00. I was approved to accept it and add it to our budget.

19. RESOLUTION 2026-05: Permission to bid paving

Clint Biggers advised he would like to have permission to get the bid ready now and hopefully start the project in early spring.

20. DISCUSSION: Title 15 Chapter 8 - Heavy Traffic in Caldwell Estates

Allen Nicholson addressed Caldwell Estates concerns, noting a 1998 covenant and that the Town has not accepted the roads. He explained zoning for General Oakley Road, stated a site plan is underway, and advised against vehicle restriction signage until Planning Commission review due to impacts on services like trash and school buses, etc.

SURPLUS PROPERTY NOMINATIONS

21. Pilgrim 2.0-meter EG-5 - Belt Press - Sludge Removal and control panel

Clint Biggers advised this is the old belt press at the sewer station. The new one is due to arrive and so we would like to plan to get the old one sold.

22. 2005 Ford F550 Bucket Truck - 2WD

Clint Biggers advised the new bucket truck is due to arrive in 3 weeks and they would like to arrange getting the old one sold.

23. Trimble Ranger TSC3 - Hand Held Meter Reader and Data Collector - total of 4

Clint Biggers advised these are the old meter readers and we have replaced them with Ipads.

EXPENDITURE REQUESTS

NONE

OTHER

Discussion: Poole Street Speeding — Councilwoman Nicole Binkley reported resident concerns regarding excessive speeding on N. and S. Poole Street, including property damage and the death of a pet, and suggested reducing the speed limit to 15 MPH. Mayor Greer asked about patrol frequency, and Vice Mayor Kerrigan noted speeding is a growing issue citywide and cautioned against continually lowering speed limits, emphasizing the existing speed bump policy for residents to address concerns. Councilwoman Binkley stated residents requested a speed limit reduction, not speed bumps. Questions were raised about the number of speed limit signs on Poole Street. Chief Ray advised that most speeding violations occur on Highway 12 South, and Clint Biggers noted speed limits throughout town have already been lowered to 25 MPH unless otherwise posted, with signage recently updated.

RECESS: Attorney Client Privilege Meeting at 6:58 PM.

Return: 7:18 PM.

ADJOURNMENT

A motion was made by Councilman Thompson, seconded by Councilman Young, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:19 p.m.



VICE MAYOR CHRISTOPHER KERRIGAN


CITY RECORDER MARY MOLEPSKE