



**TOWN OF ASHLAND CITY**  
**Regularly Scheduled Workshop Meeting**  
**January 07, 2020 6:00 PM**  
**Minutes**

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**CALL TO ORDER**

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

**ROLL CALL**

**PRESENT**

Mayor Steve Allen

Councilman Tim Adkins

Councilman Gerald Greer

Councilman Roger Jackson

Councilman Chris Kerrigan

Councilwoman Lisa Walker

**ABSENT**

Vice Mayor Daniel Anderson

**APPROVAL OF AGENDA**

Ms. Kellie Reed requested that we add item number 19. Dell Contract and item number 20. IT Emergency Expenditure to the agenda. A motion was made by Councilman Adkins, seconded by Councilman Jackson. All approved by voice vote.

**APPROVAL OF MINUTES**

1. 12-3-19 Workshop Meeting Minutes

Councilwoman Lisa Walker stated that on the 3rd page "cities" should be "City's" and item number 20 Resolution should be changed from "360 thousand" to state "\$360,000". A motion was made by Councilwoman Walker, seconded by Councilman Adkins, to approve the meeting minutes with the stated changes. All approved by voice vote.

**REPORTS:**

2. Fire and Codes Department

Chief Chuck Walker stated everything is good and the monthly report was sent out to everyone. Further, the Codes side is busy with a new year of construction. Hampton Inn has started ground work, there is a new subdivision starting construction in February at the intersection of Forrest Street, North Poole Street, and Gallaher Street. It will have 13 lots and will be named Eleanor Village Subdivision. Further, there are a lot of inspections are underway on apartments and businesses.

3. Police Department

Chief Kenny Ray stated that they are fully staffed and are getting ready to do promotions. He stated they have almost completed their vest purchase, but there are a few on back order. Councilman Jackson asked if the Midnight Lounge hookah bar was ages 21 and up. Further, he is hearing of minors as young as 16 go in there. Chief Ray said they will start checking ID's. Mayor Steve Allen says they have a sign that says 21 and up only. Chief Walker stated that needed to address signage and some other codes issues.

4. Court Department

Mayor stated Ms. Anita is not here tonight.

5. Senior Center

Ms. Melissa Womack stated the Senior Center started this year out with 1515 members and everything is business as usual.

6. Parks and Recreation Department



Mr. Scott Sampson stated that he visited a new company in Springfield that sales Christmas decorations. He stated he is interested in purchasing new Christmas decorations for next year and wanted the council to review the catalog prior to discussing this further for next year's budget.

7. Public Works & Public Utilities Department

Mr. Clint Biggers stated that Taco Bell's water taps are completed. Further, the public works side is in reverse mode on Christmas decorations in town.

8. City Recorder's Office

Ms. Reed stated that they have received the audit book and there were no findings. She stated they are trying to get everything in order after the holiday and she has been busy with meetings and planning.

9. Technology Report

Chief Derek Noe stated they have a ton going on. He stated that Mr. Jake Greer is doing an amazing job. Mr. Greer started his career here with an IT audit and it was a huge undertaking, but they are starting to get a grasp on things. Chief Noe also stated that our computers are at end of life because Microsoft stopped supporting our system as of January 01, 2020 and there are some security concerns. He stated our servers are the same way and we are already having issues with programs. Chief Noe said that they are about to implement Office 365 for the City. He also stated that they are wanting to replace all of the computers and servers. He stated it is in the budget and the last time it was done was 9 years ago. Chief Noe stated the cost associated with replacing the computers will be \$9,300.00 per year with a four-year lease. He said this will replace all the computers and laptops except for the ones in the patrol cars. Chief Noe stated the cost associated with replacing the servers would be \$10,125.00 per year with a four-year lease. He stated they are also wanting to add backup devices and the cost associated would be \$9,727.00 per year with a four-year lease. He said this device will back up the entire city. Chief Noe stated that the money is already budgeted. He stated that they are working with Dell and another company that is guiding them and will help them migrate everything. Chief Walker stated they are not asking for the money, just the approval on the lease. Chief Noe said Dell and Tyler will send them projections of what it will cost and they are hoping to stay within budget.

**OLD BUSINESS:**

10. Electrical Permit Discussion

Mrs. Gayle Bowman stated that the new website for electrical permits is not up and running yet. She said that because they are under contract with the old system they will continue to type electrical permits until the new system is up. Mayor Allen stated that the State is appreciative that we will continue to write permits until the site is up. Mrs. Bowman stated that there is no contract between the City and the State for the new system and at any moment when the new system is up, they will discontinue writing permits. Mr. Gary Binkley asked if we could share the responsibility with the county. He said he spoke with Mayor Kerry McCarver and he had stated that he could get the County Clerk involved. Councilman Jackson stated that was not a good idea because they have more that they can handle already.

11. Leak Adjustment Discussion

Mrs. Bowman stated that there were some questions regarding leak adjustments at last the council meeting. She presented council with typed instructions on the leak process. She also stated that the water department stays on top of leaks with customers. Mrs. Bowman stated that customers pay an average bill while waiting on the leak adjustment process so the customer is always paying something and there is constant communication between the office and the customer.

12. ServLine Insurance Policy

Mr. Brian Harstine stated he had been with ServLine for 7 years and the company is based out of Chattanooga, TN and are currently providing their services in over 30 states. Mr. Harstine stated there are 420 utilities in Tennessee and they service a quarter of them. He stated their program handles water leaks from the meter to the home and the rates and policy will be based on the Water Departments current rates and policy. Mr. Harstine said there are 3 levels of protection. He stated level 1 would be \$500.00 and would cost \$2.25 per month, level 2 would



be \$1000.00 and would cost \$2.75 per month, and level 3 would be \$2500.00 and would cost \$3.05 per month. He said that all customers would start off enrolled in the policy and then the customers would have the ability to call in and be removed from the program at any time. He said that the customer could also be reimbursed up to 12 months if they decide within that period they do not want to be a part of the program. Mayor Allen asked if there would be a policy for customers who back out of the program and then have a leak. Mr. Harstine stated that when a customer would like to opt out of the program they would call ServLine and that call is recorded so the Water Department would be protected. He stated that there is sewer line protection as well that covers the line from the sewer to the meter. He said this is optional and the customer would need to add this coverage. Mr. Harstine stated this service covers up to \$10,000.00 and also has no contract or deductible. He stated that this is no cost to the Water Department. He said that ServLine would get with the Water Department to get letters, flyers, etc. to send out with the bills. He also said that the water bill would have a specific line item for the service charge. Councilman Jackson asked if this would cover a line break inside the wall. Mr. Harstine stated Homeowners Insurance would kick in at that point. Councilman Jackson asked how long ahead of time would customers be notified. Mr. Harstine stated that they would start to implement 60 days prior. Ms. Reed asked if Mr. Brian had stated that the customer would get refunded if they did not like the program. Mr. Harstine stated that was correct. He also stated that 81% of leaks fall in the \$500.00 range. Mr. Harstine said in 2017, 2018, and 2019 residential leak write offs totaled \$32,000.00 each year. He stated that 95% of the leaks were under \$1000.00.

13. Fire Hall Design Discussion

Mr. Josh Wright stated that they had completed the proposed design for Station 1. He stated they finalized the floor plan and rendering of the front. He said originally they proposed a one level Fire Hall but is now proposing a level and a half. Mr. Wright stated the apparatus bay would be eighty by eighty feet with a twenty-two-foot ceiling. He stated the 1st level would have a sprinkler room, storage room, ATV storage room, and training room. He said the administrative side would be secured so that the public could access a portion of the building for a meeting space with public restrooms. Mr. Wright stated the hall would have concrete block walls, steel framed, and a single slope roof front to back. He stated the upper floor would be living quarters for firefighters and it would have two exits and a slide. He said there would be a small workout area, bedrooms with three closets each, bathrooms with showers, and laundry with a mop sink. Mr. Wright stated they were proposing an elevator, but they were trying to do away with it if they could. Mayor Allen asked about the cost of an elevator. Mr. Wright stated if they were looking at a limited use elevator which would lower the cost to half the price of a normal elevator that runs around \$40,000.00. Councilman Adkins asked how much the total cost for the Fire Hall would be. Mr. Wright stated they were looking at around \$3,600,000.00 in construction. Chief Walker stated it would cost an additional \$1,200,000.00 to furnish and equip with a generator. He said that he wanted Council to be satisfied so they could vote and move on to the next step.

14. City Hall Design Discussion

Mr. Wright asked if the square footage for the building had been decided on; however, he is waiting on the finalization of changes to the floor plan.

15. Part-time Firefighter Funding Agreement

Chief Walker stated they have not received paperwork from the county yet and he may have to request to defer this item.

16. Amusement Attractions Contract for Summerfest

Mr. Sampson stated he and Ms. Reed spoke to the company and they decided to lower the armband price to \$16.00 per person. Ms. Reed stated that they agreed to do that only if they could charge the City for the diesel fuel they use to run their generators. Mayor Allen asked if they would bring their own fuel. Ms. Reed stated that they would buy it locally and would provide receipts.

**NEW BUSINESS:**

17. Tennessee Waltz Parkway/Highway 12 Red Light Design



Chief Walker stated they are wanting to put in a four-way red light that would be located at the intersection of Tennessee Waltz, McQuarry Street, and Highway 12 South before the bypass is shut down. He stated it would match what is currently at Wal-Mart. He further stated A.O. Smith is good with paying for a basic light that the engineer estimated at \$160,000.00; however, the basic light does not have radar detection, pedestrian crossing, or battery backup. He stated to purchase the options for the red light, it would be \$84,000.00 and it would be at the City's expense. He also stated that there are roughly 1,400 cars that would come through that intersection in the morning and the afternoon. Councilman Jackson stated that he thought it would make it worse. Mr. Biggers stated that A.O. Smith also discussed paying someone to direct traffic. Councilman Jackson asked if there could be some type of study done at the intersection. Chief Walker stated that the engineer Mr. Reynolds would be available to come talk about this at next month's meeting.

18. Industrial Access Road Grant: Project Design Concept

Ms. Reed stated that this is a grant for an access road beside Caymas Boats to the City's water tower. She stated it would add a median and a turning lane. She said they met with TDOT and they were going to take one of the medians out, but instead changed the design to add in a J-turn. Ms. Reed stated there is currently not enough room for trucks to turn safely. Councilman Adkins asked how long it would take. Ms. Reed stated that there is a design phase, then a bid so probably at least a couple of years.

19. Dell Contract

Chief Noe stated there would be 3 contracts and they all would have 4-year lease purchase options. He stated it is already included in the budget.

20. IT Emergency Expenditure

Chief Noe stated that they are at end of life with the computers. He stated they are already having issues with programs not working. He said everything is already in the budget. Ms. Reed stated that it is an emergency because now there is a security risk.

**OTHER.**


None.

**ADJOURNMENT**

A motion was made by Councilman Jackson, seconded by Councilman Kerrigan to adjourn the meeting. All approved by voice vote and the meeting was adjourned at 8:02 p.m.



MAYOR STEVE ALLEN



CITY RECORDER KELLIE REED, CMFO, CMC