



TOWN OF ASHLAND CITY

Budget Meeting

March 17, 2020 6:00 PM

Minutes

CALL TO ORDER

Mayor Allen called the meeting to order at 6:00 p.m. and declared a quorum.

ROLL CALL

PRESENT

Chairman Mayor Steve Allen
Vice Chairman Roger Jackson
Committee Member Tim Adkins
Committee Member Daniel Anderson
Committee Member Gerald Greer
Committee Member Chris Kerrigan
Committee Member Lisa Walker

APPROVAL OF AGENDA

A motion was made by Committee Member Anderson, seconded by Committee Member Kerrigan, to approve the agenda. All approved by voice vote.

APPROVAL OF MINUTES

1. Budget Meeting Minutes 2-18-2020
Ms. Walker stated she had two corrections. First under New Business number five (5) the Financial Department should be changed to Director. A motion was made by Committee Member Walker, seconded by Committee Member Anderson, to approve the agenda with proposed changes. All approved by voice vote.

OLD BUSINESS:

2. Resolution: Wage and Salary Policy
Mayor Allen stated that it would be a bookkeeping nightmare and would prefer not to pass it. Mr. Anderson questioned the pay periods and how they differ from the other departments. Chief Ray stated that the police department is on an eighty (80) hour workweek. Chief Ray stated where it gets confusing is paying the holiday pay, straight time, overtime and deciphering the difference between all of these. Councilwoman Walker questioned if there was a program that figured it all up. Chief Ray stated he comes over to the office sometimes and sits down with the payroll clerks to figure out how to pay everyone during holiday pay weeks. Councilman Anderson stated this policy is to make it better for everyone and there must be a way to make it easier and better for everyone. Mayor Allen stated he would be glad to contact MTAS to see if there is a better and easier way to do it. Ms. Bowman stated the issue is not the time sheet, but instead the overtime amount of money budgeted. Ms. Bowman stated that in December it is something that will have to be monitored because of the vacation regulations and we do not pay people out for their vacation unless they leave. Councilman Anderson stated if the employee comes in to work regardless, they need to be compensated for that. He also stated that if they are not scheduled to come in to work they should get time and a half for it as well. Mayor Allen questioned if everyone is agreeable to allow Ms. Reed to make the proposed changes to the manual and bring it back to workshop.

NEW BUSINESS:

3. Senior Center Departmental Budget
Ms. Melissa Womack stated she didn't ask for anything different this year. She stated the cost of living raises for the employees and such. Additionally, line 148 was there by mistake, but

really there are not a lot of changes. She stated she added an extra five hundred dollars (\$500) for her staff as additional pay for the staff that has been there for so long. Councilman Jackson questioned the health insurance line item. Ms. Bowman stated this will change quite a bit when the numbers come back for the health insurance. Mayor Allen clarified this does included a three percent (3%) raise, but council can choose how much that total will be. Councilman Jackson questioned the total activity and how much longer that will go to. Ms. Bowman stated it will go until June 30th. Ms. Womack went over the COVID-19 procedures during the shutdown of the center and how they are currently packaging meals to give out to the seniors that will be picking them up. Mayor Allen stated the only thing that could pop up would be the health cost and everything else is cut and dry except for general increases. Ms. Bowman questioned if there are any questions in the way this was done this year being it is so different than previous years. Councilwoman Walker questioned where the IT budget is in all this. Mayor stated the IT budget is separate now and they are still working on that budget. Councilman Adkins questioned if there is a fund for future building. Ms. Womack stated the Friends of the Senior Center have donated twenty thousand dollars (\$20,000) toward a building fund. Councilman Jackson questioned where that shows in the budget. Ms. Reed stated this is in an asset account that is earmarked for this. Councilman Jackson questioned if this is something that can be budgeted for this year. Ms. Reed stated yes, but it will need to go into an asset account. Ms. Bowman questioned how much and if they would like to set that to the side this year. After much discussion the council asked for Ms. Bowman to add twenty-five thousand dollars (\$25,000) to the budget for the building fund. Mayor asked if there were any more questions and when there were none, he closed the discussion.

4. Parks Departmental Budget

Scott Sampson stated his big change this year is he is asking for a seasonal employee during the time the grass is growing. He further stated he budgeted fifteen dollars (\$15.00) hourly for this employee and if he could find someone it would probably be a high school or college student. Further, this position would be during the summer for approximately eight (8) to ten (10) weeks. Councilwoman Walker questioned the job responsibilities. Mr. Sampson stated several things including garbage pickup, taking care of trees, mowing. She then asked about the mowing contract. Mr. Sampson explained where the areas are the contractors mow, but that there are areas they do not. Mr. Sampson handed out a five (5) year plan for his capital outlay and engineering. Councilman Jackson questioned what the engineering increase will be. Councilwoman Walker questioned adding a dog park or pickle-ball court. Mr. Sampson stated it is not in the budget, but he can add it if the council would like to do so. Councilman Jackson went over the signage he is requesting. Councilman Jackson stated the shade structures are nice and he likes that idea. Further, there is a playground out near Vietnam Veterans and the playground shade area is neat and Mr. Sampson could go look at this. Councilwoman Walker questioned the plans for Farmers Market. Mr. Sampson stated it will depend on what is going on, but if it is going well if they will start in May. Councilwoman Walker stated she would like to try to do something for the vendors who were excited about Sling into Spring. Mr. Sampson stated he increased the Summerfest line item to try and get some better bands for Summerfest. Councilman Anderson questioned if we have ever thought about having a barbecue competition at Riverbluff. Mayor Allen asked if anyone had any other questions, having none he closed the parks budget discussion.

5. Police Departmental Budget

Chief Ray stated his is pretty much the same, but the only thing he is asking for is pay for the reserves. He stated it would be a two (2) hour minimum at twenty dollars (\$20) an hour. He further stated for transports the money can come back to the department. Chief Ray stated they would like to trade out the shotguns and get new so that everyone has the same type. Councilman Jackson stated it went from thirty-five (35) to fifteen (15) and that doesn't sound right. Chief Ray stated that was from the bullet proof vests he had the grant for this year. Councilman Anderson questioned the allowance for uniforms. Chief Ray stated it is five hundred dollars (\$500) per officer. Chief Ray stated in capital outlay they are replacing two (2) cars this year. Ms. Bowman stated the drug fund budget is behind the police budget. Chief Ray

stated they didn't change much with the drug fund this year. Councilman Jackson questioned the capital outlay in the drug fund. Chief Ray stated it would be for operations if they come through or if they decide to do anything during the year with it. Mayor asked if there is anything else and thanked Chief Ray for coming.

6. Court Departmental Budget

Ms. Bowman stated the only change that Ms. Anita Justice is asking for is an additional court officer for court days, but everything else is identical to last year's budget. She then asked if there were any questions regarding this budget.

7. Project Funding

Ms. Reed explained that she has been working with the USDA and it looks like we will be down significantly from 2.5% to 1.875%. She stated that they are estimating \$2,000,000.00 in grants and \$15,000,000.00 in loans. Ms. Reed said she checked with the USDA in regard to City Hall and the Fire Hall and they have money available. She stated she will be asking for approval at the next council meeting. Ms. Reed said that she is also checking with the Tennessee Municipal Bond Fund to see if their rates are better, but that USDA was grant money so they would get it right off the bat. Councilman Jackson questioned if the filters are back up and running at the Water Treatment Plant. Councilman Anderson stated he saw them working there today. Councilman Jackson questioned the water tank project and if it is complete. Mayor Allen stated they are working on it and have been installing it this week.

8. General Governmental Departmental Budget

A motion was made by Vice Chairman Jackson, seconded by Committee Member Anderson, to defer this discuss until the next budget meeting. All approved by voice vote.

EXPENDITURE REQUESTS:

9. Roof quotes for stage at Riverbluff Park

Mr. Sampson handed out the quotes for the cover for the Riverbluff stage. He stated the first quote was from Nation Metals for \$9140.65, the second quote was from Summertown Metals for \$10,702.94, and the third was from National Barn Co for \$12,500.00. Mr. Sampson stated he was planning to go with Summertown Metals.

OTHER.

Ms. Bowman presented the numbers that it would cost the city around six hundred dollars (\$600) to cut off the credit card fees. She questioned if the council would like her to set up to waive the fees. Councilman Anderson questioned if we are doing cut offs on water. Ms. Bowman responded no; they are setting up a doorbell intercom system currently to try to protect the employees. Councilman Kerrigan stated he would leave it alone.

Councilman Kerrigan questioned the Personal Protective Equipment and if the fire and police departments have enough equipment for now. Chief Ray stated they do, and they have locked their door and put a sign on the door to conduct business by phone.

Mayor Allen stated that Mayor McCarver sent a message that Governor Bill Lee will be having a conference call in the morning at 10:30 a.m. and if there is anything important, he will let everyone know.

Councilman Greer questioned if the water test came back. Mayor Allen stated the water test was fine, but the issue is with these filtration systems on these houses. Mayor Allen stated the guys did some work up at South Poole to correct Ms. Stuarts issues and will do more once everything dries up.

ADJOURNMENT

A motion was made by Vice Chairman Jackson, seconded by Committee Member Kerrigan, to adjourn. All approved by voice vote and the meeting adjourned at 7:32 p.m.


MAYOR STEVE ALLEN


CITY RECORDER KELLIE REED, CMFO, CMC