



**TOWN OF ASHLAND CITY**  
**Regularly Scheduled City Council Meeting**  
**September 14, 2021 6:00 PM**  
**Agenda**

**Mayor:** Steve Allen

**Vice Mayor:** Daniel Anderson

**Council Members:** Tim Adkins, Gerald Greer, Roger Jackson, Chris Kerrigan, JT Smith

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**CALL TO ORDER**

**ROLL CALL**

**PLEDGE AND PRAYER**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

1. [8/10/2021 City Council Meeting Minutes](#)

**PUBLIC FORUM**

**REPORTS**

2. City Attorney

**OLD BUSINESS**

3. City Recorder Discussion/Interview
4. [Caldwell Park Discussion](#)
5. Dog Park Update
6. [Ordinance: Budget Amendment](#)
7. [Ordinance: Amending Title 18 Chapter 7 Section 18-706\(5\)\(Fats, Oils, and Grease\)](#)

**NEW BUSINESS**

8. [21-22 Cheatham Public Library Maintenance of Effort Agreement](#)
9. [Ordinance: Budget Amendment \(AFG Grant\)](#)

**SURPLUS PROPERTY NOMINATIONS**

10. 1994 Fire Truck
11. 22cu ft Freezer

**EXPENDITURE REQUESTS**

12. [Award Hampton Inn Signal Bid](#)
13. [Award Concrete at Fire Hall II Playground Bid](#)
14. [Award Fencing at Tennis Courts Bid](#)
15. [Request to bid Roof for Public Work and Police Department](#)
16. Caldwell Tank Repair

**OTHER**

**ADJOURNMENT**

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*Those with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, should contact the ADA Coordinator at 615-792-6455, M-F 8:00 AM – 4:00 PM. The town will make reasonable accommodations for those persons.*



**TOWN OF ASHLAND CITY**  
**Regularly Scheduled City Council Meeting**  
**August 10, 2021 6:00 PM**  
**Minutes**

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**CALL TO ORDER**

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

**ROLL CALL**

PRESENT

Mayor Steve Allen  
Councilman Tim Adkins  
Councilman Gerald Greer  
Councilman Roger Jackson  
Councilman Chris Kerrigan  
Councilman JT Smith

ABSENT

Vice Mayor Daniel Anderson

**PLEDGE AND PRAYER**

Councilman Tim Adkins led the pledge and prayer.

**APPROVAL OF AGENDA**

A motion was made by Councilman Greer, seconded by Councilman Kerrigan, to approve the agenda. All approved by voice vote.

**APPROVAL OF MINUTES**

1. July 13, 2021 City Council Meeting Minutes

A motion was made by Councilman Kerrigan, seconded by Councilman Adkins, to approve the July 13, 2021 City Council Meeting Minutes. All approved by voice vote.

**PUBLIC FORUM**

**Mr. Kevin Thompson & Mrs. Andi Thompson** - Mr. Thompson stated that he lived at 279 Frey Street and he was there to speak on behalf of the zoning violation they received. He stated that they went and got a permit and they were told there was nothing else they needed to do. Mr. Thompson presented a packet to the council with a petition and stated that they pay their taxes. Ms. Noe recommended that they go to the Planning Commission and appeal. A motion was made by Councilman Adkins, seconded by Councilman Greer, to pass this to the Planning Commission. All approved by voice vote.

**Ms. Jane Crisp** - Ms. Crisp stated that she was there to speak about the proposal for Caldwell Park. She stated that she lived at the Braxton and owns commercial property on Main Street. She presented the council with a copy of the proposal and stated that Mr. Josh Wright is in attendance to answer questions.

Councilman Jackson came in at this time.

**Mr. Roger Marriott** - Mr. Marriott stated that he was there to speak about Caldwell Park. He stated that he has lived here for 8 years and moved here from Williamson County. He stated that he was in support of Ms. Crisp's proposal.

**Ms. Della Smith** - Ms. Smith state that she was there to speak about Caldwell Park. She stated that she was in support of Ms. Crisp's proposal. Ms. Smith asked what the City planned to do with the park if they did not accept it. She stated that she hoped they would make it safe and keep it wild.

**Mr. Jeremy Lecich** - Mr. Lecich stated that if they did not vote to accept the proposal, that they provide an explanation and good reason as to why not. He stated that they have spent a lot of time on this and they did not want to spend more time if it was not going to pass.

**Mike Russell** - Mr. Russell stated that he was the Solid Waste Director and he was there to ask if the City could post about the free dump day on the website. He stated that there would be a day for each part of the county to come and dump for free. He stated they would also have a day to dump chemicals, gas, etc. for free. Mayor Allen asked him to see Ms. Bowman after the meeting.

## REPORTS

### 2. City Attorney

Ms. Jennifer Noe stated that everything she had to report was already on the agenda.

## OLD BUSINESS

### 3. Comprehensive Plan with Josh Wright

Mr. Josh Wright stated that the first meeting of the Comprehensive Plan was the next evening and that they would meet there at the Senior Center to kick off the tour. Mayor Allen stated that with that, there needed to be a decision made on Caldwell Park. He stated that no matter what, the City was keeping the park and had the money to make the improvements as part of the Comprehensive Plan. Councilman Greer stated that the time had come to take the money in exchange for naming the park after Ms. Crisp's late husband. He thanks everyone for their time and efforts. Councilman Jackson stated that he did not agree with the statue. Councilman Adkins stated that he had concerns regarding the conservation easement. Ms. Bowman stated that we are a financially stable city and we do not need to take the money to make improvements to the park. Ms. Noe stated that there needed to be a clear time period on the conservation easement when the motion was made. Ms. Crisp stated she would like ninety-nine (99) years. A motion was made by Councilman Greer, Seconded by Councilman Smith, to accept the proposal in its entirety with a guaranteed length of ninety-nine (99) years. Voting Yea: Councilman Greer. Voting Nay: Councilman Adkins, Councilman Jackson, Councilman Kerrigan, Councilman Smith. Voting Abstaining: Mayor Allen. Mayor Allen stated that it failed. Councilman Adkins asked if it would still be part of the comprehensive plan. Mayor Allen stated that it would. Councilman Greer asked if we would continue with the pavilion. Mr. Wright stated that we would.

### 4. Ordinance: Amending Ord #551 (2018 Standard Codes)

**AN ORDINANCE BY THE TOWN OF ASHLAND CITY, TENNESSEE AMENDING ORDINANCE #551 TITLE 12, CHAPTER 1, SECTION 12-101.** Mayor Allen stated this was the second and final reading. A motion was made by Councilman Jackson, seconded by Councilman Greer, to approve the amendment. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.

### 5. Ordinance Franchise Agreement: CEMC

**AN ORDINANCE GRANTING TO GRANTEE, THE NON-EXCLUSIVE RIGHT TO ERECT, MAINTAIN AND OPERATE IN, UNDER, OVER, ALONG, ACROSS THE STREETS, LANES, AVENUES, SIDEWALKS, ALLEYS, BRIDGES, HIGHWAYS, AND EASEMENTS DEDICATED FOR COMPATIBLE USES AND OTHER PUBLIC PLACES IN THE TOWN OF ASHLAND CITY, TENNESSEE, AND THE SUBSEQUENT ADDITIONS THERETO, TOWERS, FIBERS, CABLES AND ANCILLARY FACILITIES FOR THE PURPOSE OF CONSTRUCTING, OPERATING, MAINTAINING AND REPAIRING A CABLE SYSTEM, AS DEFINED HEREIN, FOR A PERIOD OF TEN (10) YEARS, REGULATING THE SAME AND PROVIDING COMPENSATION TO THE CITY.** Mayor Allen stated this was the second and final reading. A motion was made by Councilman Kerrigan, seconded by Councilman Jackson to approve the Ordinance. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Kerrigan, Councilman Smith. Voting Nay: Councilman Jackson.

## NEW BUSINESS

### 6. New FT Fire Position

A motion was made by Councilman Jackson, seconded by Councilman Greer, to approve a new FT fire position. All approved by voice vote.

### 7. City Recorder Discussion/Interview

Mayor Allen asked to defer this to the September meeting. A motion was made by Councilman Kerrigan, seconded by Councilman Smith, to defer. All approved by voice vote.

### 8. Gun Restrictions for City Owned Public Property

Ms. Noe stated that the laws have changed and the department heads were trying to decide on how to handle them. She asked for the council's input. She stated that you cannot carry in the PD and all government offices are by permit only. Ms. Noe asked if we would like to do the same for the parks and the senior center or if we wanted to just let the department heads decide. Councilman Kerrigan and Councilman Jackson stated that they would like to allow by permit only.

9. Tyler Court Bundle  
A motion was made by Councilman Jackson, seconded by Councilman Kerrigan, to approve the agreement. All approved by voice vote.
10. Tyler Technologies: Server Migration Financial and Admin  
A motion was made by Councilman Jackson, seconded by Councilman Kerrigan, to approve the agreement. All approved by voice vote.
11. Power DMS Agreement  
A motion was made by Councilman Adkins, seconded by Councilman Kerrigan, to approve the agreement. All approved by voice vote.
12. Grease Trap Maintenance Contract  
A motion was made by Councilman Kerrigan, seconded by Councilman Greer, to approve the contract. All approved by voice vote.
13. Resolution: BCBS Healthy Place Grant Program  
**A RESOLUTION OF THE TOWN OF ASHLAND CITY, TENNESSEE TO PARTICIPATE IN BLUECROSS HEALTHY PLACE PROJECTS GRANT FUNDING PROGRAM.** Mr. Sampson presented the council with the results of the poll. He stated that the Community Hub won by 18 votes. A motion was made by Councilman Kerrigan, seconded by Councilman Greer, to approve the Resolution. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.
14. Resolution: Firehouse Subs Public Safety Grant  
**A RESOLUTION OF THE TOWN OF ASHLAND CITY, TENNESSEE TO PARTICIPATE IN FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION GRANT.** A motion was made by Councilman Jackson, seconded by Councilman Smith, to approve the Resolution. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.
15. Resolution: City Hall General Obligation Bond  
**A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF \$5,300,000 OF GENERAL OBLIGATION BONDS BY THE TOWN OF ASHLAND CITY, TENNESSEE; AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES PRIOR TO THE ISSUANCE OF THE BONDS; AND AUTHORIZING THE LEVY OF TAXES TO PAY THE BONDS AND NOTES.** A motion was made by Councilman Kerrigan, seconded by Councilman Adkins, to approve the Resolution. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.
16. Resolution: Fire Hall General Obligation Bond  
**A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF \$5,560,000 OF GENERAL OBLIGATION BONDS BY THE TOWN OF ASHLAND CITY, TENNESSEE; AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES PRIOR TO THE ISSUANCE OF THE BONDS; AND AUTHORIZING THE LEVY OF TAXES TO PAY THE BONDS AND NOTES.** A motion was made by Councilman Greer, seconded by Councilman Kerrigan, to approve the Resolution. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.
17. Resolution: TSMO Pedestrian Signal Upgrades  
**A RESOLUTION OF THE TOWN OF ASHLAND CITY, TENNESSEE ADOPTING THE TSMO PEDESTRIAN SIGNAL UPGRADES.** A motion was made by Councilman Kerrigan, seconded by Councilman Smith, to approve the Resolution. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.
18. Resolution: Establishing a Credit Card Policy

**A RESOLUTION OF THE TOWN OF ASHLAND CITY, TENNESSEE, TO ESTABLISH A CREDIT CARD POLICY.** A motion was made by Councilman Greer, seconded by Councilman Smith, to approve the Resolution. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.

19. Ordinance: Budget Amendment

**AN ORDINANCE BY THE MAYOR AND CITY COUNCIL TO ACCEPT A BUDGET AMENDMENT FOR THE 21/22 FISCAL YEAR.** A motion was made by Councilman Adkins, seconded by Councilman Smith, to approve the Ordinance. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.

20. Ordinance: Amending Title 18 Chapter 7 Section 18-706(5)(Fats, Oils, and Grease)

**AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE TOWN OF ASHLAND CITY, TENNESSEE AMENDING TITLE 18 CHAPTER 7 SECTION 18-706(5) OF THE MUNICIPAL CODE REGULATING ANIMAL, VEGETABLE FATS, OILS AND GREASE, AND SOIL/SAND AND LINT TRAPS AND INTERCEPTORS, IN ITS ENTIRETY.** A motion was made by Councilman Kerrigan, seconded by Councilman Smith, to approve the Ordinance. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Jackson, Councilman Kerrigan, Councilman Smith.

### **SURPLUS PROPERTY NOMINATIONS EXPENDITURE REQUESTS**

21. Police Explorer

Councilman Jackson asked if all three (3) requests could be approved with one vote. Ms. Noe stated that it could. A motion was made by Councilman Jackson, seconded by Councilman Kerrigan, to approve all three(3) expenditure requests. All approved by voice vote.

22. Request to Bid Sewer System Rehab

23. 2004 Toro Multi Pro 1250 Sprayer

### **OTHER**

Mayor Allen stated that Mayor McCarver was in attendance regarding the water leak at the county jail. Ms. Bowman provided the council with the amounts of the last 3 months' water bills. Ms. Bowman stated that Servline had already paid their maximum amount for the leak and that there have been 2 penalties applied to the account for past due balances. After much discussion, a motion was made by Councilman Kerrigan, seconded by Councilman Greer, to remove the penalties and a portion of the sewer. Voting Yea: Mayor Allen, Councilman Adkins, Councilman Greer, Councilman Kerrigan, Councilman Smith. Voting Nay: Councilman Jackson

### **ADJOURNMENT**

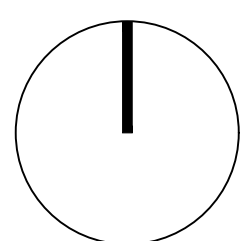
A motion was made by Councilman Smith, seconded by Councilman Greer, to adjourn the meeting. The meeting adjourned at 7:22 p.m.

\_\_\_\_\_  
MAYOR STEVE ALLEN

\_\_\_\_\_  
INTERIM CITY RECORDER ALICIA MARTIN, CMFO

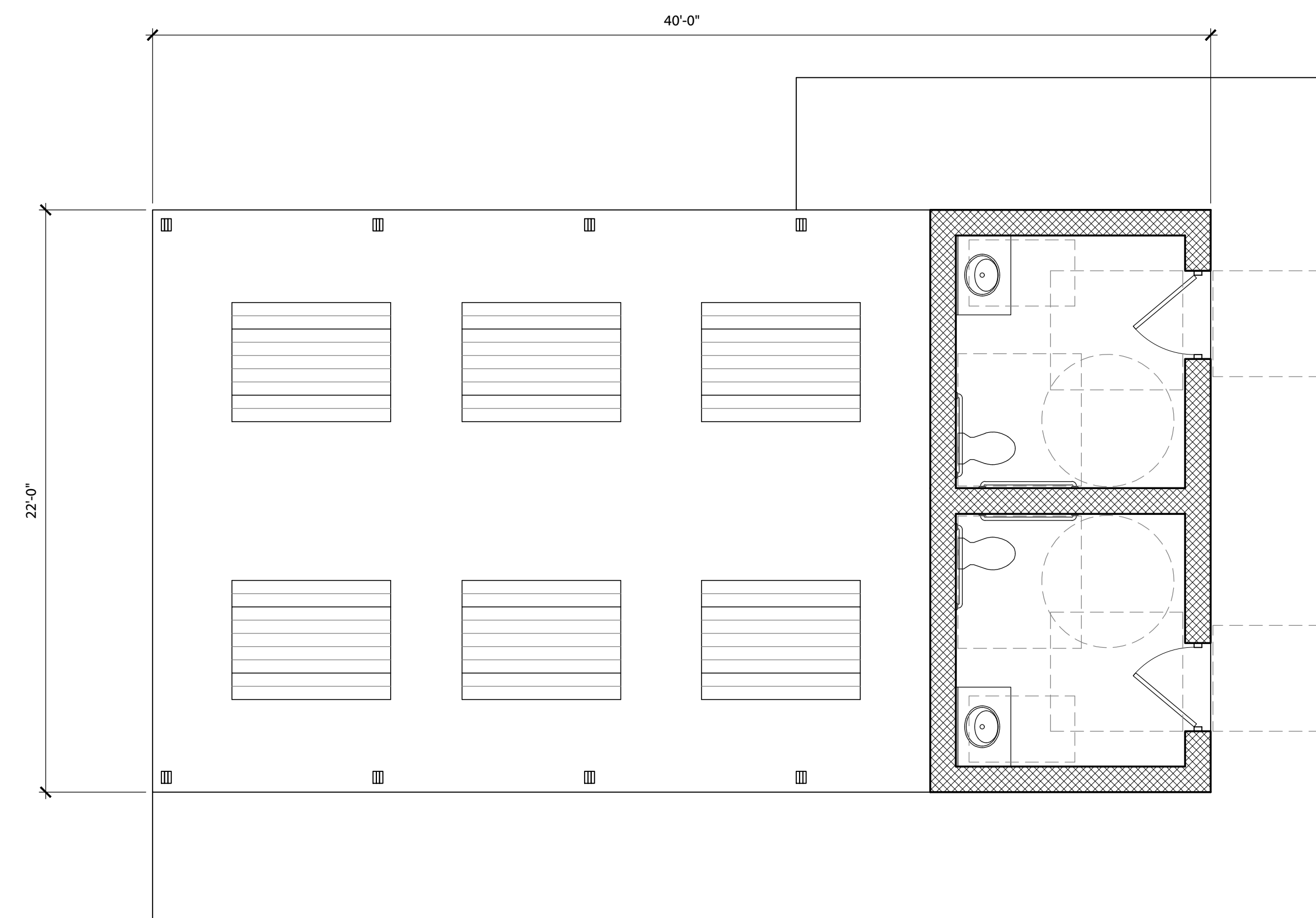


NORTH



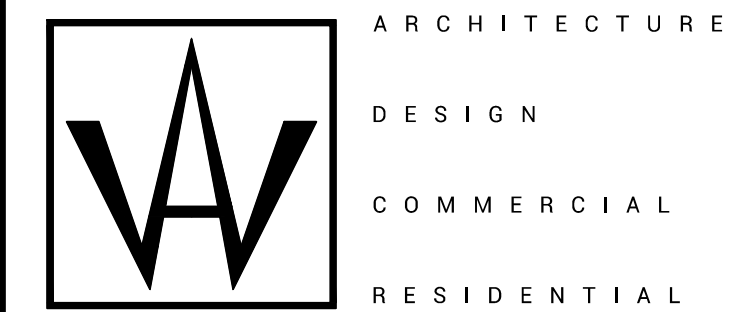
**1 SCHEMATIC SITE PLAN**

A2.1 SCALE: 1/16" = 1'-0"



**2 SCHEMATIC FLOOR PLAN**

A2.1 SCALE: 1/4" = 1'-0"



ARCHITECTURE  
DESIGN  
COMMERCIAL  
RESIDENTIAL

**Joshua A. Wright Architect**  
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PROJECT:  
A NEW PAVILION AND PARKING  
PROPOSAL  
FOR CALDWELL PARK  
THE TOWN OF ASHLAND CITY  
ASHLAND CITY, TENNESSEE 37015

SHEET DESCRIPTION:

CONSULTANT:

DATE:

REVISION DATE:

REVISION DATE:

REVISION DATE:

DRAWN BY:

PROJECT NUMBER: 2021 - 23

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A1.0

**ORDINANCE #**

**AN ORDINANCE BY THE MAYOR AND CITY COUNCIL TO ACCEPT A  
BUDGET AMENDMENT FOR THE 21/22 FISCAL YEAR**

**WHEREAS**, the Mayor and Council appropriate \$62,550 in the General Fund; in the Parks Department \$15,000 reappropriated from 20/21 fiscal year for sealing/striping at Riverbluff Park; \$2,000 reappropriated from 20/21 fiscal year for signs; \$5,000 for turf sprayer for ball fields; and in the Police Department \$40,550 to replace totaled vehicle.

**NOW THEREFORE, BE IT ORDAINED**, by the Council of the Town of Ashland City, Tennessee that this ordinance shall become effective 20 days after final passage the public welfare requiring.

Section 1. A budget amendment consisting of the available funds and appropriations be adopted for the General Fund:

<b><i>General Fund</i></b>	<u>Beginning Departmental</u>	<u>Ending Departmental</u>
	<u>Budget</u>	<u>Budget</u>
Parks Department	\$ 830,826.00	\$ 852,826.00
Police Department	\$2,178,139.00	\$2,218,689.00

1<sup>st</sup> reading \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
2<sup>nd</sup> reading \_\_\_\_\_

Attest:

\_\_\_\_\_  
Mayor Steve Allen

\_\_\_\_\_  
City Recorder Alicia Martin, CMFO



## ORDINANCE #

**AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE TOWN OF ASHLAND CITY, TENNESSEE AMENDING TITLE 18 CHAPTER 7 SECTION 18-706(5) OF THE MUNICIPAL CODE REGULATING ANIMAL, VEGETABLE FATS, OILS AND GREASE, AND SOIL/SAND AND LINT TRAPS AND INTERCEPTORS, IN ITS ENTIRETY**

**WHEREAS**, the City Mayor and Council of the Town of Ashland City, Tennessee have given due consideration to change the code.

**BE IT THEREFORE ORDAINED** by the Mayor and Council of the Town of Ashland City that Title 18 Chapter 7 Section 18-706(5) be removed in its entirety.

18-701. Fat, Oil, and Grease (FOG), waste food, and sand interceptors. FOG, waste food and sand interceptors shall be installed when, in the opinion of the director of public works, they are necessary for the proper handling of liquid wastes containing fats, oils, and grease, ground food waste, sand, soil, and solids, or other harmful ingredients in excessive amounts which impact the wastewater collection system. Such interceptors shall not be required for single-family residences, but may be required on multiple family residences. Grease Control Equipment (Grease interceptors or grease traps) is required to be installed at all restaurants, cafeterias, hotels, motels, hospitals, retirement/nursing homes, schools, grocery stores, convenience stores, markets, prisons, jails, churches, camps, caterers, manufacturing plants and any other commercial sewer users who prepare food and have the potential to discharge FOG waste. All interceptors shall be of a type and capacity approved by the public works director, and shall be located as to be readily and easily accessible for cleaning and inspection.

18-702. Definitions. In the interpretation and application of this chapter the following words and phrases shall have the indicated meanings:

- (1) "Authorized Representative."
  - a. The Owner, or
  - b. General Manager, or
  - c. Manager, or
  - d. Duly authorized representative of the individual designated in this definition if such representative is responsible for the overall operation of the facilities from which the indirect discharge originates.
- (2) "Additives." Include, but are not limited to, products that contain solvents, emulsifiers, surfactants, caustics, acids, enzymes and bacteria.
- (3) "Customer." A company or individual who is a user of the sanitary sewer system. Also, referred to in this Ordinance as "User".
- (4) "Department." Ashland City Public Works Department
- (5) "Director." Ashland City Public Works Department Director
- (6) "Fats, Oils, & Grease (FOG)." Organic compounds derived from animal and/or plant sources. FOG may be referred to as "grease" or "greases" in this section.

- (7) "Food Service Establishment (FSE)." Any establishment, business or facility engaged in preparing, serving or making food available for consumption. Single family residences are not a FSE. Food Service Establishments will be classified as follows:

Class 1 : Deli — engaged in the sale of cold-cut and microwaved sandwiches/subs with no frying or grilling on site, ice cream shops and beverage bars as defined by North American Industry Classification System (NAICS) 722515 with the exception of doughnut shops with on premise baking (Class 2), day care facilities (minimum classification depending on menu, food preparation, and number of meals served) as defined by NAICS 624410, and Mobile Food Vendors as defined by NAICS 722330

Class 2: Limited-Service Restaurants (i.e. fast food facilities, drive-in, carry-out) as defined by NAICS 722513, day care facilities (maximum classification depending on menu, food preparation, and number of meals served), as defined by NAICS 624410, caterers as defined by NAICS 722320.

Class 3: Full Service Restaurants as defined by NAICS 72251' I

Class 4: Buffet and Cafeteria Facilities as defined by NAICS 722514

Class 5: Institutions (i.e. Schools, Hospitals, Prisons, etc) as defined by NAICS Classifications **611110, 611310, 623110, 623311, 623312, 722310, 813110, and 922140.**

- (8) "Grease (Brown)." Fats, oils and grease that is discharged to the grease control equipment, or is from kitchen or food prep wastewater.
- (9) "Grease (Yellow)." Fats, oils and grease that has not been in contact or contaminated from other sources (water, wastewater, solid waste, etc. . . ) and can be recycled.
- (10) "Grease Control Equipment (GCE)." Devices for separating and retaining FSE wastewater FOG prior to entering the City sewer system. The GCE is constructed to separate and trap or hold fats, oils and grease substances from entering the City sewer system. GCE should only receive kitchen wastewater. Devices include grease interceptors, grease traps, or other devices approved by the Director.
- (11) "Grease interceptor." GCE identified as a large multi-compartment tank, usually 1,000 gallons to 2,000-gallon capacity with proper inlet and outlet T' s, and other necessary components, that provides FOG control for a FSE. No sanitary wastewater (black water) line should be connected to the grease interceptor. Grease interceptors shall be located outside the FSE, unless special circumstances allow parking garage or other area that is approved by the Director. .
- (12) "Grease trap." GCE identified as an "under the sink" trap, or "floor" trap with a container' with baffles and required Plumbing & Drain Institute components. For a FSE approved to install a grease trap, the minimum size requirement is a 20-gallon per minute/40-pound capacity trap. Grease traps shall have a flow restrictor and a vent pipe installed. No dishwasher, or sanitary wastewater (black water), line shall be allowed to be connected to a "under the sink" or a "floor" grease trap.
- (13) "Grease Recycle Container." A container or inside storage tank used for the storage of yellow grease.
- ( 14) "Interceptor." A device designed and installed to separate and retain for removal, by automatic or manual means, deleterious, hazardous or undesirable matter from normal wastes, . while permitting normal sewage or waste to discharge into the drainage system by gravity.
- (15) "NAICS." North American Industry Classification System, using 2012 (or latest) classifications. The website is found at: [http ://www.census.gov/epcd/www/naics.html](http://www.census.gov/epcd/www/naics.html).
- (16) "Series." (Grease Interceptors installed in series): Grease interceptor tanks installed one after another in a row and connected by plumbing pipe.
- (17) "Tee or T." A T-shaped pipe extending from the ground surface below grade into the grease interceptor to a depth allowing recovery (discharge) of the water layer located under

the layer of FOG. Influent & effluent T's are to be made of PVC — schedule 40 or equivalent material. Influent T's should extend 2/3 of the grease interceptor water depth, and effluent T's should extend to within 12" of the bottom of the interceptor tank to prevent short-circuiting.

- (18) "Water (Black)." Wastewater containing human waste, from sanitary fixtures such as toilets and urinals.
- (19) "Water (Gray)." Wastewater other than black water as defined in this section.

18-703. Fat, oil, grease, and food waste.

- (l) Construction and renovation. Upon construction, renovation, or a new FSE replacing an out of business FSE, all restaurants, cafeterias, hotels, motels, hospitals, retirement/nursing homes, schools, grocery stores, markets, prisons, jails, churches, camps, caterers, manufacturing plants and any other commercial sewer users who have the potential to discharge FOG waste shall submit a FOG Management Plan to the Department that will effectively control the discharge of FOG and food waste. Grease interceptors are required for customers that meet any of the following criteria: - new construction
  - remodels, additions, alterations or repairs valued at or greater than \$5,000.00
  - has caused or contributed to a grease related collection system blockage resulting in maintenance requirements and/or a sewage spill

FSEs shall notify the Public Works Director-Department of Environmental Compliance at 615441-5406 of any of the following:

- Sale, lease, or transfer of the operation for which the permit issued
- Change of facility name
- Changes to grease removal device(s)
- Remodel, addition, alterations or repairs valued at or greater than \$5,000.00

(a) The FOG Management Plan shall include the following:

- I. Submittal of a completed City Grease Control Equipment Inquiry Form with all required contact information, identification of all cooking and food preparation equipment (e.g. sinks, grills, fryers, ovens, floor drains, dishwashers, etc... ) and the number and drain size for each kitchen plumbing fixture.
- II. Grease control equipment proposed type, size and location.
- III. Copy of Plumbing Plans for the Kitchen area only, with grease waste lines identified.
- IV. Copy of menu items or food to be served

(b) Process for Grease Control Equipment Approval

- I. The Director will review GCE sizing information received from the submitted Grease Control Inquiry Form. The Director will make a decision to approve, or require additional grease interceptor volume, based on the type of FSE, the number of fixture units, and additional calculations. See Section 18-706 for GCE sizing and installation requirements.
- II. All new FSEs and FSEs that have upgraded their facilities must contact the Department for final approval of the grease control equipment. This will include onsite inspection of the grease control equipment by the Department, or their authorized representative. In addition to the final inspection, rough-in inspections may be required in some cases. Failure of the FSE to contact the Department to conduct the inspection of the new GCE can result in enforcement action.

- (c) Variance to Grease Interceptor Installation. At the discretion of the Director, a FSE may receive a variance from the required installation of a grease interceptor. Variances will be limited to existing FSEs that have unusual physical location circumstances that will prevent the installation of a grease interceptor.
  - (d) Alternative Grease Control Equipment: At the discretion of the Director, alternative grease control equipment may be considered and approved for installation at a FSE. The alternative grease control equipment must control FOG discharges from a FSE and be maintained as outlined in this FOG Management Policy.
- (2) Existing structures. Any existing FSE shall be required to submit a plan for control of FOG and food waste, if and when the director of public works determines that FOG and food waste are causing excessive loading, plugging, damage or operational problems to structures or equipment in the public sewer system. The FOG Management Plan shall include the items listed in 18703(1)(a). Approval of grease control equipment will be as described in 18-703(1)(b).
  - (3) Implementation of plan. After approval of the FOG Management Plan by the director of public works the sewer user must implement the plan within sixty (60) days; service and maintain the equipment in order to prevent adverse impact upon the sewer collection system and treatment facility. If, in the opinion of the director of public works, the user continues to impact the collection system and treatment plant, additional pretreatment measures may be required. The director of public works may at any time inspect the equipment to ensure that there is no adverse impact on the sewer collection system and treatment facility. (as added by Ord. #388, Nov. 2011)
  - (4) New Multi-Unit (Strip Mall) Facilities: New strip malls or strip centers must have two separate sewer line connections at each unit within the strip mall or strip center. One sewer line will be for sanitary wastewater and one sewer line will be for the kitchen area, or potential kitchen area, of each unit. The kitchen area, or potential kitchen area, sewer line will be connected to floor drains in the specified kitchen area, and will connect, or be able to connect, to other food service establishment kitchen fixtures, such as 3-compartment sink, 2-compartment sink, pre-rinse sink, mop sink and hand wash sink.
    - (1) New multi-unit facility, or new "strip mall" facility, owners shall contact the City prior to conducting private plumbing work at the multi-unit facility site. Multi-unit facility owners, or their designated contractor, shall have plans for separate private wastewater lines for kitchen and sanitary wastewater for each "individual" unit. In addition, the plans shall identify "stub-out" locations to accommodate a minimum 1,000-gallon grease interceptor for each unit of the multi-unit facility, or provide a larger capacity grease interceptor that could be shared by multiple FSEs in the strip mall. Approval for multiple FSEs connected to one grease interceptor or series of grease interceptors must be approved by the City prior to construction. New multi-unit facility, or new "strip mall" facility owners shall consider suitable physical property space and sewer gradient that will be conducive to the installation of an exterior, in-ground grease interceptor when determining the building location.
    - (2) FSEs located in a new multi-unit facility shall have a minimum of a 1,000-gallon grease interceptor installed, unless that FSE is identified as a Class 1 facility.

18-706. Control equipment sizing and installation requirements.

The equipment or facilities installed to control FOG, food waste, sand and soil must be designed in accordance with plumbing code and Tennessee Department of Environment and Conservation engineering standards or applicable city guidelines. All grease traps and/or other interceptors shall be of a size which is consistent with the city's sizing formula calculations which consider Uniform Plumbing Code formula, kitchen fixture unit discharge formula, and seating/meals served formula. All systems shall have a poly lock filter. Underground equipment shall be tightly sealed to prevent

inflow of rainwater and be easily accessible to allow regular maintenance. Control equipment shall be maintained by the owner or operator of the facility to prevent a blockage of the public sewer and the accumulation of FOG in the lines, pump stations and treatment plant. If the city is required to clean out the public sewer lines because of a resulting from poorly maintained control equipment, or lack thereof, the owner or operator shall be required to refund the labor, equipment, materials and overhead costs to the city. These costs shall be added to the customer's regular water and sewer bill. The applicable rules of water and sewer billing shall apply. Nothing in this section shall be construed to prohibit or restrict any other remedy the city has under this chapter or state or federal law.

The city, or their authorized representative, retains the right to inspect and approve installation of the control equipment and to enter upon customer's properties at any time and without prior notification for the purpose of inspection, observation measurement, sampling, testing or record review.

(1) All new grease interceptors shall be designed, constructed and installed in accordance with specifications of the Ashland City Water and Sewer Department, and have a sampling access point located downstream of the interceptor.

(2) Minimum acceptable size of Grease Control Equipment for each FSE Classification will be as follows:

Class 1: Deli, Ice Cream shops, Beverage Bars, Mobil Food Vendors- 20 gallons per minute/40 pound Grease Trap

Class 2: Limited-Service Restaurants / Caterers — 1,000 gallon Grease Interceptor

Class 3: Full Service Restaurants- 1,000 gallon Grease Interceptor

Class 4: Buffet and Cafeteria Facilities- 1,500 gallon Grease Interceptor

Class 5: Insffiltions (Schools, Hospitals, Prisons, etc)- 2,000 gallon Grease Interceptor or two 1000 gallon Grease Interceptors installed in series.

A variance to the above minimum sizes may be granted by the Director if proper justification is provided.

(3) To calculate the appropriate size GCE, the FSE's engineer, architect, licensed plumber, or contractor should use formulas that consider all cooking and food preparation equipment, all kitchen plumbing fixture units, the discharge plumbing pipe for each fixture unit, storage capacity, type of facility, and adequate retention time.

(4) Grease Interceptor minimum size will be 1,000 gallon capacity, and maximum size will be 2,000 gallon capacity. If additional capacity is required, the FSE shall install multiple interceptors in series. Grease interceptors installed in series shall be installed in such a manner to ensure positive flow between the tanks at all times. Therefore, tanks shall be installed so that the inlet invert of each successive tank shall be a minimum of 2 inches below the outlet invert of the preceding tank. Grease interceptors that are installed in series shall include adaptors, gaskets or transition couplings of minimum of schedule 40 PVC pipe.

~~(5) Each grease interecptor shall have an effluent filter installed on the outlet side of the tank. The filter size will be determined by the Public Works Department Pretreatment Coordinator based upon a 12-month consumption history for existing FSE's and projected flow forecasts for new facilities.~~

(6) Grease Interceptor Design and Installation

### Piping Design

1. The inlet and outlet piping shall have 2-way cleanout tees installed
- 2 . The inlet piping shall enter the receiving chamber 2 1/2" above the invert of the outlet piping.
- 3 . On the inlet pipe, inside the receiving chamber, a sanitary tee of the same size pipe in the vertical position with the top unplugged shall be provided as a turndown. To provide air circulation and to prevent "air lock", a pipe (nipple) installed in the top tee shall extend to a minimum of 6" clearance from the interceptor ceiling, but not less than the inlet pipe diameter. A pipe installed in the bottom of the tee shall extend to a point of 2/3 the depth of the tank. See Figure 1 .
- 4 . The outlet piping shall be no smaller than the inlet piping, but in no case smaller than 4" ID .
- 5 . The outlet piping shall extend to 12" above the floor of the interceptor and shall be made of a noncollapsible material. The top of the outlet T pipe should be no less than 4" above the static water line.
- 6 . The outlet piping shall contain a tee installed vertically with a pipe (nipple) installed in the top of the tee to extend to a minimum of 6" clearance from the interceptor ceiling, but not less than the pipe diameter, with the top open. See Figure 1.

### Baffles

- 1 . The inlet compartment shall be 2/3 of the total liquid capacity with the outlet compartment at 1/3 liquid capacity of the interceptor.
2. The grease interceptor shall have a non-flexing (i.e. Concrete, steel, etc.) baffle the full width of the interceptor, sealed to the walls and the floor, and extend from the floor to within 6" of the ceiling. The baffle shall have an inverted 90 degree sweep fitting at least equal in diameter size to the inlet piping, but in no case less than 6" D. The bottom of the sweep shall be placed in the vertical position in the inlet compartment 12" above the floor. The sweep shall rise to the horizontal portion, which shall extend through the baffle into the outlet compartment. The baffle wall shall be sealed to the sweep. See Figure 1.

### Access Openings (Manholes)

1. Access to grease interceptors shall be provided by a minimum of one manhole per interceptor division (baffle chamber) and of 24-inch minimum dimensions terminating 1 inch above finished grade with cast iron frame and cover. An 8" thick concrete pad extending a minimum of 12" beyond the outside dimension of the manhole frame shall be provided. One manhole shall be located above the inlet tee hatch and the other manhole shall be located above the outlet tee hatch, so as to provide a clear view of both the inlet and outlet T for inspection. A minimum of 24" of clear opening above each manhole access shall be maintained to facilitate maintenance, cleaning, pumping, and inspections.
2. Access openings shall be mechanically sealed and gas tight to contain odors and bacteria and to exclude vermin and ground water, in a manner that permits regular reuses.
3. The manholes are to be accessible for inspection. Manhole covers shall be secure, sturdy and able to withstand vehicle traffic and loading.

### Leak Testing

GIs shall comply with one of the following:

1. Water test - Seal the interceptor, fill with water raised to the flow-line of the outlet fitting, and let stand for a minimum of 1 hour. There shall be no visible leakage. Prefabricated concrete gravity grease Interceptors shall not be rejected for damp spots due to condensation on the exterior surface.

2. Air      Air test procedure shall follow      F 921 and PEI RP IOO Section 3.

Note: The regulated air supply test pressure used for this test is not to be less than 3 psig (21 kPa) nor more than 5 psig (35 kPa). Use only calibrated diaphragm type air pressure gauges with a zero to 10 psig dial span. Set pressure relief valve in test air supply line at 4.5 psig.

Temporarily plug, cap or seal of all tank openings to hold pressure. Install air supply piping to appropriate tank penetration with air supply piping, over pressure relief device, air isolation valve and pressure gauge. Close air isolation valve to tank and turn on air supply. Slowly open air isolation valve to pressure primary tank. Pressure gauge should read minimum 3 psig to 5 psig maximum. Record the pressure reading. Close air isolation valve and disconnect air supply line to tank.

Note: A steady drop in pressure indicates there may be a leak in the primary tank. Hold primary air test for 1 hour minimum. No leaks shall be allowed.

If the tank(s) fails to meet the testing described above, it shall be repeated with new samples. Test reports shall show total number of tanks tested, number passing, number failing, and reason for failure.

#### Location

1. GIs shall be located so as to be readily accessible for cleaning, maintenance, and inspections. GIs shall be located close to the fixture(s) discharging the greasy wastestream. GIs shall not be installed in "drivethru" lanes or a parking area. GIs shall never be paved over.

2. GIs shall be installed at a minimum distance of 10 feet from sinks and dishwashers to allow adequate cooling of wastewater. The influent to GIs shall not exceed 140 degrees Fahrenheit (140°F).

NOTE FOR FOOD GRINDERS and DISHWASHERS: Where food waste grinders and/or automatic dishwashers are installed, the GI size shall be increased by 30% of the sizing requirement. Automatic dishwashers' discharge is allowed to not be connected to the grease interceptor. No other kitchen fixture unit may by-pass the grease interceptor, only the automatic dishwasher.

#### Construction Material

1. GIs shall be constructed of sound durable materials, not subject to excessive corrosion or decay, and shall be water and gas tight. Each GI shall be structurally designed to withstand any anticipated load to be placed on the GI (i.e. vehicular traffic in parking or driving areas). Concrete is the standard material approved, however, the Director will consider other materials, such as fiberglass or plastic grease interceptors, if a professional engineer provides calculations and evidence that the device will meet the requirements and not be a danger to the public or environment.

Note: Concrete materials and other grease interceptor materials shall meet the American National Standards Institute, Inc. (ANSI) and International Association of Plumbing and Mechanical Officials (IAPMO) standards.

ANSI and IAPMO Concrete Materials Requirements as per IAPMO/ANSI Z1001-2007 document are:

- Concrete: Material requirements shall comply with the "Materials and Manufacture" section of ASTM C 1613 and shall have a minimum compressive strength of 4000 psi (28 MPa) at 28 days of age and shall have a maximum water to cementitious ratio (w/c) of 0.45.
- Sealants: Flexible sealants employed in the manufacture or installation of tanks shall comply with ASTM C 990. Rigid (mortar) sealing or grout sealant of tank sections shall not be permitted.

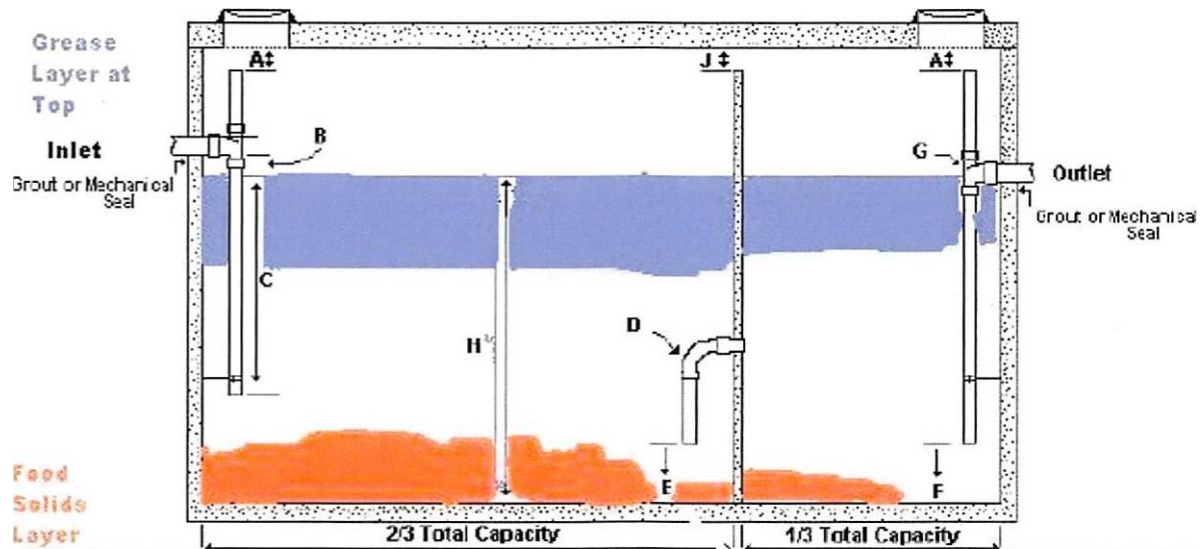
- Lifting: Lifting devices, embedded or otherwise attached to the tank, shall comply with the requirements of ASTM C 890.
- Synthetic fiber-reinforced concrete tanks: Polypropylene or polyolefin fibers are only permitted as a secondary reinforcing material, at the manufacturer's option, in precast concrete septic tanks. For purposes of this standard, secondary reinforcing material is only used to resist temperature and shrinkage effects. Only fibers of Type III conforming to the requirements of ASTM C 1116 shall be accepted.
- Steel fiber-reinforced concrete tanks: Steel fibers are only permitted as a secondary reinforcing material, at the manufacturer's option, in prefabricated septic tanks. For purpose of this standard, secondary reinforcing material is only used to resist temperature and shrinkage effects. Steel fibers shall meet the requirements of ASTM A 820.
- Fiberglass-reinforced polyester. Fiberglass reinforced polyester prefabricated gravity grease interceptors shall comply with the requirements for fiberglass — reinforced polyester septic tanks in paragraph 4.2 of IAPMO/ANSI m 000.
- Gaskets: Gaskets shall be of a resilient material, resistant to attack by acids or alkalis that may be present in soils or sewage. The manufacturer shall specify the appropriate ASTM standards that the gasket material meets and the acids or alkalis that the material is resistant to.
- Polyethylene: Polyethylene prefabricated gravity grease interceptors shall comply with the requirements for polyethylene septic tanks in paragraph 4.3 of IAPMO/ANSI Z1 000.
- Coated steel: Interior steel tank walls shall be coated with material complying with the requirements of UL 58 and UL 1746 and manufactured per the requirements of the Steel Tank Institute (STI).

#### Marking and Identification

1. Prefabricated gravity grease interceptors shall be permanently and legibly marked with the following:
  - Manufacturer's name or trademark, or both
  - Model number
  - Capacity
  - Month and year of manufacture
  - Load limits and maximum recommended depth of earth cover in feet; and Inlet and outlet.
2. Marking shall appear on a plate that has been permanently attached, molded, cast, or wet set onto the interceptor, located either on the left hand side of the inlet or on top of the interceptor near the inlet. Permanent markings shall be adequately protected from corrosion so as to remain permanent and readable over the life of the interceptor.
3. Each interceptor shall be accompanied by manufacturer's installation instructions.

FIGURE 1 — Grease Interceptor Diagram





- A: Minimum 6", but not less than pipe diameter.  
 B: Inlet pipe invert to be 2 1/2" above liquid surface.  
 C: Inlet pipe to terminate 2/3 depth of water level.

- D: 90 degree sweep, minimum size 6".  
 E: 12" from floor to end of sweep  
 F: 12" from floor to end of outlet pipe.  
 G: Outlet pipe no smaller than inlet pipe, minimum of 4".  
 H: Minimum depth of liquid capacity — 42".  
 J: Maximum distance from ceiling — 6".

#### (7) Grease Trap Design and Installation

1. Grease traps must have the Plumbing Drainage Institute certification. The minimum acceptable size is rated at 20 gallons per minute / 40 pounds capacity. All grease traps shall be installed as per manufacturer's specifications, which include the flow restrictor and venting prior to the discharge entering the grease trap.
2. All grease traps shall have flow restrictor and vent pipe installed.
3. No dishwasher shall be connected to an under-the-sink grease trap or floor grease trap. Dishwashers will cause hydraulic overload of the grease trap.
4. No automatic drip or feed system for additives is allowed prior to entering the grease trap without written approval from the City.
5. Grease traps must be approved by the Department prior to installation.

#### 18-707. Grease interceptor and trap maintenance, and certification requirements

##### (l) Grease interceptor cleaning and pumping.

- (a) Maintenance of grease interceptors shall include the complete removal of all contents, including floating material, wastewater, and bottom sludge and solids. Partial pump of interceptor contents, or on-site pump and treatment of interceptor contents, decanting or discharging of removed waste back into the interceptor from which the waste was removed

or any other grease interceptor, for the purpose of reducing the volume to be disposed, is prohibited. All grease waste haulers and procedures for pumping grease interceptors shall be in compliance with this Ordinance.

- (b) Grease interceptors must be pumped out completely a minimum of once every 90 days, or when the accumulation of FOG and/or food solids exceeds 25% of the grease interceptor capacity, the interceptor must be pumped/cleaned of complete contents. This is known as the "25% rule" for grease interceptor cleaning frequency requirement. The measurement location for 25% rule compliance will be the first chamber of the grease interceptor. If the FSE can demonstrate that the grease interceptor pumping frequency of 90 days can be extended and there are no FOG impacts to the City sewer, then the following protocol will be used:
1. The FSE has documented evidence for at least a six (6) month period that the grease interceptor pumping frequency can be reduced. The documented evidence for reduced pumping frequency will be submitted to the Director for review. The Director may approve or deny the reduced frequency request based on the information provided. The maximum time frame between grease interceptor pump frequency will be six (6) months to prevent acid and hydrogen sulfide problems.
- (c) Grease interceptor waste must be hauled offsite from the FSE and disposed at a State or City approved disposal location. All disposal of grease interceptor waste must meet the requirements of City Ordinances, State and EPA regulations. In no way shall the pumpage be returned to any private or public portion of the sanitary sewer collection system or storm water collection system.
- (d) Recordkeeping: FSEs shall maintain records onsite at the FSE facility of all pumping/cleaning and maintenance of the grease control equipment for a period of three (3) years. The grease waste hauler manifest is to be the official record for grease control equipment maintenance records and will include, at a minimum, the following information:
- FSE name and physical address
  - Grease waste hauler company and company technician/driver name, or person conducting the pumping/cleaning or any other maintenance
  - Date and Time pumped/cleaned, or date of any other maintenance
  - Volume (in gallons) of the FOG wastewater removed
  - Final disposal location of the FOG wastewater removed
- (e) The Grease interceptor's influent-T and effluent-T will be inspected during cleaning and maintenance and the condition noted by the grease waste hauler's company or individual conducting the maintenance. Influent and effluent-Ts that are loose, defective, or not attached must be repaired or replaced immediately. Grease waste haulers or individuals conducting any maintenance or pumping will use caution to not damage or dislodge Ts, or cause other grease interceptor component damage. Any repairs to the grease interceptor should be documented and kept on file at the FSE.
- (f) FSEs shall use City approved grease waste haulers for grease interceptor cleaning/pumping.
- (g) Grease Interceptors must be "certified" annually by a City approved grease waste hauler or plumber. A City Grease Interceptor Certification (Form A) must be completed and submitted to the City annually.

(h) The City may require the FSE to require the grease waste hauler to contact the City by telephone at least 24 hours prior to any cleaning, pumping, maintenance, inspection, or certification of the grease interceptor. The City has the right to be present to inspect all maintenance.

(2) Grease trap cleaning and maintenance.

(a) The user at the user's expense shall maintain all grease traps and interceptors. Maintenance of "underthe sink" grease traps or "floor" grease traps shall include the removal of all fats, oil, and grease and food solids from the detention compartment of the trap.

(b) Grease traps will be pumped/cleaned at a minimum of every 2 weeks. If the grease trap FOG and solids layers combined are greater than 25% of the trap container capacity then the frequency of cleaning shall be increased.

(c) A Grease trap's minimum size requirement is 20-gallon-per-minute/40-pound capacity. Drainage time of particular kitchen fixtures, such as a 3 compartment sink, should be considered when selecting the grease trap size.

(d) Grease traps must be "certified" annually by a City approved grease waste hauler or plumber. A City Grease Interceptor Certification (Form B) must be completed and submitted to the City annually.

(e) Recordkeeping: FSEs shall keep a grease trap cleaning record onsite at the FSE facility for a period of 3 years. Trap cleaning records shall have the date trap was cleaned, individual's name that cleaned the trap, if applicable the grease waste hauler company or plumbing company name, estimated volume of waste removed, and final disposal location for the waste.

(D) Grease Trap waste shall not be mixed with yellow grease in the grease recycle container.

(g) Grease Trap waste shall be sealed or placed in a container to prevent leachate from leaking, and then disposed in an approved container, or hauled offsite by a grease waste hauler or plumber to an approved disposal location. At no time shall the pumped material be returned to any private or public portion of the sanitary sewer collection system or storm water collection system.

(3) Grease Control Equipment Certification Requirement

All food service establishments with grease control equipment must have their grease interceptor or grease trap inspected and certified at least annually, defined as period from January 1 through December 31, by a City "certified" grease waste hauler or licensed plumber. Any FSE that does not provide an annual grease control certification by December 31 of each year will be considered to be in noncompliance. If a grease interceptor or grease trap "Passes" the certification requirement, no further action is required. If a grease interceptor or grease trap "Fails" the certification requirement, a corrective action response is required from the FSE owner or authorized representative to the City within 30 days. Completed certification forms Grease Interceptor Certification (Form A) or Grease Trap Certification (Form B) must be completed and signed by the City "certified" grease waste hauler or licensed plumber, signed by the FSE owner or authorized representative, and submitted to the City.

Acceptable grease interceptor or grease trap certification forms to the City must include: • All information is completed on form and signed by a City "GCE certified" grease waste hauler or plumber, and

• Signed by the FSE owner or authorized representative, and

• Original, completed certification form is submitted to the following address:

Ashland City Public Works

Attn: FOG Program  
233 Tennessee Waltz Parkway  
Ashland City, TN 37015

Failure of a Grease Interceptor Certification or Grease Trap Certification: The FSE owner or authorized representative is responsible for including detailed "Corrective Action Response" information on the Grease Interceptor Certification form or the Grease Trap Certification form that is submitted to the City. If necessary, additional pages may be attached to the certification form.

(A) PASS OR FAILURE OF GREASE CONTROL EQUIPMENT  
CERTIFICATION

1. PASSNG GREASE CONTROL EQUIPMENT CERTIFICATION

If a grease interceptor or grease trap "Passes" the certification requirement, the FSE must submit a signed, and completed GCE certification form, completed by a City "GCE certified" grease waste hauler or plumber to the City.

2. FALURE OF GREASE CONTROL EOIJPMENT CERTIFICATION

If a grease interceptor or grease trap "Fails" the certification requirement, a corrective action response is required from the FSE owner or authorized representative to the City. The reverse side of the GCE certification form provides an area for the corrective action response, but if necessary additional pages should be attached to explain and document the problem and corrective action response. The corrective action response from the FSE owner or authorized representative must include the following:

- i. The completed "failed" certification form signed by the FSE owner or authorized representative, and verify it was completed by a City "GCE certified" grease waste hauler or plumber.
- ii. Details on the specific problem(s) identified
- iii. Details on the specific corrective action(s) that the FSE owner or authorized representative will do to insure compliance, and the date the corrective action will be completed.

If corrective action responses are incomplete, inadequate or do not meet the corrective action due date then this will result in escalation of enforcement action.

(B) Grease Control Equipment Certification Process for Grease  
Waste Haulers, Plumbers, and Engineers

Any grease waste hauler employee, plumbing company employee, contractor, or engineer that will be completing the City's grease control certification forms must either attend an Ashland City Public Works Department Grease Control Equipment Certification Class and pass the GCE certification class test; or provide a proof of passing (certification card copy) a GCE certification class at Metro Water Services, Nashville, TN, or Clarksville Wastewater Department, Clarksville, TN to the City.

4. Approved Grease Waste Haulers. To ensure proper maintenance of grease control equipment and proper disposal of the FOG waste, the City will maintain an "Approved Grease Waste Haulers List." Criteria for the grease waste hauler to be placed on the "Approved Grease Waste Haulers List" include, but are not limited to, the following:
  - (a) The grease waste hauler employees that will be completing the food service establishment grease control equipment certification forms must either attend a City Grease Control Equipment Certification Class and pass the GCE certification class test; or submit proof of passing a Metro Water Services, Nashville, TN or Clarksville Wastewater Department, Clarksville, TN GCE certification class.
  - (b) Grease waste haulers pump grease interceptors or grease traps must comply with the requirements of this Ordinance.
  - (c) Signature of the grease waste hauler company's authorized representative and submittal to the City of a completed "Ashland City Approved Grease Waste Hauler Agreement" form are required. .
    - (1) The grease waste hauler agreement will include grease waste hauler reporting requirements to the City and making records available to City personnel or their authorized representative. Failure to meet any portion of the grease waste hauler agreement will result in removal of the grease waste hauler from the "Ashland City Approved Grease Waste Haulers List" and/or additional enforcement action.
  
5. Additives. Any additive(s) placed in the grease interceptor or building discharge line system on a constant, regular, or scheduled basis shall be reported to the public works director. Such additives shall include, but not be limited to, enzymes, commercially available bacteria, or other additives designed to absorb, purge, consume, treat, or otherwise eliminate fats, oils, and grease. The use of additives shall in no way be considered as a substitution to the maintenance procedures required herein. If the additive used by the FSE contributes to the discharge of FOG to the City, the FSE shall be required to discontinue use of the additive.
  
6. Chemical treatment. Chemical treatments such as drain cleaners, acid and other chemicals designed to dissolve or remove grease shall not be allowed to enter the grease interceptor.
  
7. Grease Interceptor Abandonment. The property owner of a FSE utilizing a grease interceptor or grease trap shall notify the City within 30 days whenever a FSE meets the criteria for temporary or permanent abandonment of said interceptor as set forth in this section.
  - (a) Temporary Abandonment
    - (1) An in ground grease interceptor is considered to be temporarily abandoned if a FSE temporarily closes for business and the property owner intends to utilize the interceptor for another FSE in the same location.
    - (2) At the property owner's expense, the interceptor shall be:
      - a. Completely pumped of contents
      - b. Identify and repair any noncompliant structural or plumbing components
      - c. Certified by a City Approved Grease Waste Hauler with certification submitted to the City,
      - d. After a "passed" certification, the interceptor is to be filled with water to prevent floatation.

(b) Permanent Abandonment

- (1) An in ground grease interceptor is considered to be permanently abandoned when the building is remodeled such that the grease interceptor will not be used; or the building is replaced with a type of business that will not be required to utilize the grease interceptor; or when the property is condemned.
- (2) The property owner must contact the City to determine a plan of action for proper grease interceptor abandonment and removal protocol.

18-709. Enforcement and penalties. Any person who violates this chapter shall be guilty of a civil violation punishable under and according to the general penalty provision of the city's municipal code of ordinances. Each day's violation of this chapter shall be considered a separate offense. The customer may be assessed an administrative penalty of not to exceed one thousand dollars (\$1,000.00) per violation per day.

Enforcement action against the food service establishment includes, but is not limited to, failure to clean or pump grease control equipment, failure to maintain grease control equipment including installation of a properly functioning influent / effluent-T and baffle(s), failure to install grease control equipment, failure to control FOG discharge from the FSE, failure to certify the grease interceptor or trap, FSE responsible for sewer line obstruction, FSE responsible for a sanitary sewer overflow, and FSE use of additives so that FOG is diluted and pushed downstream of the FSE.

If the FSE fails to initiate corrective action in response to a Noncompliance Notification or Notice of Violation, other escalation in enforcement action will be issued and additional fees or penalties may be assessed. Fees may include compliance inspection fees, costs associated with service calls for sewer line blockages, line cleaning, camera trucks, line and pump repairs, including all labor, material and equipment

For all other violations not specifically mentioned above, the City will use the Ashland City Food Service Establishment Enforcement Response Guide as a guide for enforcement action.

18-71 1. Customer's responsibility. The customer is responsible for assuring that the produced waste is disposed of in accordance with all federal, state and local disposal regulations. The authorized representative of the FSE shall ensure that Best Management Practices (BMPs) for controlling the discharge of FOG from their facility are implemented at the FSE.

Food Service Establishments shall provide such facilities and institute such procedures as are reasonably necessary to prevent or minimize the potential for accidental discharge of fats, oils, and grease into the sewage collection system. Documentation of implementing and observing BMPs shall be provided by the FSE. Examples of BMPs include, but are not limited to:

1. Educate and train all employees on BMPs and proper methods of FOG disposal. Employees must understand the basis and importance of BMPs so they will be more willing to initiate the BMPs. BMP education and training of employees will not only help to prevent public sewer line FOG SSOs and blockages, but also help prevent FSE private sewer line blockages and back-ups.
2. Recycle waste cooking oils (yellow grease) by pouring all liquid oil and cooking grease from fryers, pots, woks, and pans into a covered grease recycle bin or container. Use a permitted recycled (yellow) grease waste collection company or authorized recycle center. Keep a log of the volume of recycled grease hauled offsite by the yellow grease waste collection company.

- a) When transporting used recycled yellow grease to the grease recycle container do NOT overfill containers and use covers on the transport container.
  - b) Yellow (recycled) grease is a valuable commodity where the FSE may be paid by the yellow grease collection company.
  - c) Do NOT dispose any grease trap waste (brown grease) into the recycled (yellow) grease container or bin. The beneficial reuse of the yellow grease will be compromised, and the yellow grease value decreases.
  - d) Keep all yellow grease recycle bins or containers covered to prevent rain water from contaminating the yellow grease and prevent an overflow of the yellow grease container.
  - e) Insure that the yellow grease recycle containers or bins are located in a flat area, and separated by curbing, posts or other material to prevent accidental spills of the yellow grease. Especially prevent the location of the yellow grease recycle container from being next to dumpsters, since trash collection trucks may bump and tip over the recycle container during trash pick-up.
3. Have a "Grease Spill Kit" available. If an oil or grease spill occurs, clean up using "dry" oil absorbent material (i.e. oil absorbent pads, kitty litter) or use ice to make grease solidify. Scoop up and dispose of the greasy solids into a sealed container then put in the trash. Do NOT wash oil or grease into drains!
  4. Display or post "NO GREASE" signs above all kitchen sinks and throughout the kitchen area to remind employees to never pour any oils or grease into kitchen sinks or drains.
  5. Use strainers and screens in kitchen sink drains and floor drains to prevent large food particles and other debris from going into the kitchen sewer lines. Make sure all kitchen floor drain covers are secure to NOT allow food solids, straws, cans, or other debris to enter the kitchen floor drains and cause a sewer back-up in the kitchen.
  6. Do NOT pour any oils or grease into sinks, floor drains, mop sinks, or any other indoor drains; and do NOT pour any oils or grease into any outside storm drain or other drain. If any improper disposal of oils or grease is identified, then it will result in enforcement actions.
  7. Food solids traps could be installed to prevent food solids from entering the grease control equipment and causing excess loading in the grease interceptor or grease trap. If food solids traps are installed it can reduce the frequency of pumping/cleaning the grease interceptor or grease.
  8. Dispose of food waste by recycling and/or solid waste removal. Food grinder use is discouraged due to buildup of solids in the grease interceptor or grease trap which causes decreased efficiency of the grease control equipment and the need to increase the pumping/cleaning frequency of the grease interceptor or grease trap. If a food grinder is used, then installation of a food solids trap is recommended.
  9. "Dry wipe" or scrape excess food solids and grease residue from pots, pans, plates, utensils, screens, and floor mats into a trash container for solid waste disposal.
  10. Routinely clean kitchen exhaust system vent hoods/filters to prevent FOG storm water impacts and FOG related vent hood/filter fires. If the FSE has a grease interceptor, waste from kitchen exhaust system hoods/filters can be pH adjusted and filtered and disposed in a drain to a grease interceptor. Other FSEs will need to hire a professional vent hood/filter cleaning company that properly disposes of the vent hood wastewater. Insure that any vent hood/filter cleaning company provides records of proper disposal of the vent hood/filter waste. Do NOT discharge vent hood/filter cleaning waste directly to the City sewer system with no pretreatment of the wastewater. This can cause a FOG related SSO event, public sewer line blockage, or private sewer line back-up at the FSE.

18-711. Fees and Permits.

- (a) The City may charge plans review, inspection, monitoring, assessment, impact, surcharge, commercial food facility, and/or permit fees to the food service establishments to get reimbursement for the FOG program and/or POTW impact costs.
- (b) A monthly FOG program surcharge fee may be added to each FSE's Wastewater bill.
- (c) An additional compliance inspection fee may be charged to each food service establishment for each re-inspection due to noncompliance issues.
- (d) The City may issue individual or general FOG Permits to food service establishments. FOG Permits may be issued for a period or duration of up to 5 years. All new FSEs shall complete the City's Grease Control Application Form and submit the form to the City, which will serve as the FSE's FOG permit application. The City's FOG inspection form will serve as the permit application for existing FSEs. Additional fees may be implemented by the City for food service establishment wastewater treatment and impacts to the POTW.

BE IT FURTHER ORDAINED, this Ordinance shall take effect September 14, 2021 after its final passage, the public welfare requiring it.

1<sup>st</sup> Reading

Public Hearing

2<sup>nd</sup> Reading

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Mayor Steve Allen

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Interim City Recorder Alicia Martin, CMFO



# 2021 - 2022 PUBLIC LIBRARY MAINTENANCE OF EFFORT AGREEMENT

## Office of the Secretary of State Tennessee State Library and Archives

Due to the Red River Regional Library by October 31st

Region: RED RIVER

County(ies): CHEATHAM

Library/Library System: Cheatham County Public Library  
South Cheatham Public Library

The Office of the Secretary of State, Tennessee State Library and Archives, Regional Library is hereby notified that public funds were appropriated and expended for library services in the fiscal year just completed. This amount will be matched or exceeded during the current fiscal year. In addition, the total number of library operating hours will be maintained, per the *Public Library Service Agreement*. The undersigned acknowledge that failure to meet Maintenance of Effort (MOE) may result in the loss of all regional library services, including materials currently held at the local library(ies) paid for with State and Federal funds, and that responsibility for ensuring compliance with this agreement and the *Public Library Service Agreement* shall be shared by both the local funding entity and the Public Library Board of Trustees.

Report only public tax dollars appropriated and expended for operation of local libraries. Do not include capital or one-time appropriations or expenditures, donated funds, or pass-through money appropriated by another County or City.

**A. Appropriated and Expended by the County(ies):**

County(ies)	Appropriated FY 2019-2020	Expended FY 2019-2020	Appropriated FY 2020-2021	Expended FY 2020-2021	Appropriated FY 2021-2022
Cheatham	\$191,757.43	\$191,757.43	\$192,882.11	191,287.34	200,508.35
South Cheatham	\$103,968.39	\$103,968.39	\$105,738.38	112,083.87	111,221.73
<b>TOTAL</b>	<b>\$295,725.82</b>	<b>\$295,725.82</b>	<b>\$298,620.49</b>	<b>\$0.00</b>	<b>\$0.00</b>

**B. Appropriated and Expended by the City(ies):**

City(ies)	Appropriated FY 2019-2020	Expended FY 2019-2020	Appropriated FY 2020-2021	Expended FY 2020-2021	Appropriated FY 2021-2022
Ashland City	\$12,500.00	\$12,500.00	\$12,500.00	12,500.00	12,500.00
Kingston Springs	\$8,500.00	\$8,500.00	\$8,500.00	8,500.00	8,500.00
<b>TOTAL</b>	<b>\$21,000.00</b>	<b>\$21,000.00</b>	<b>\$21,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**C. Totals:**

	Appropriated FY 2019-2020	Expended FY 2019-2020	Appropriated FY 2020-2021	Expended FY 2020-2021	Appropriated FY 2021-2022
<b>TOTAL</b>	<b>\$316,725.82</b>	<b>\$316,725.82</b>	<b>\$319,620.49</b>	<b>\$0.00</b>	<b>\$0.00</b>

21,000.00      21,000.00  
314,371.21      332,730.08

**2021 - 2022 PUBLIC LIBRARY MAINTENANCE OF EFFORT AGREEMENT**

**Office of the Secretary of State  
Tennessee State Library and Archives**

Region: RED RIVER

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**D. Number of library operating hours in a normal week:**

Name of Library Building	Main or Branch Library	Number of Hours per Week FY 2019-2020	Number of Hours per Week FY 2020-2021	Number of Hours per Week FY 2021-2022	Comments: Beginning and Ending Dates Operating Hours were changed due to COVID-19
Cheatham County Public Library	Main	55	55	55	
South Cheatham Public Library	Main	49.5	49.5	49.5	
<b>Total</b>		<b>104.5</b>	<b>104.5</b>	<b>0.0</b>	

**E. Official Signatures:**

\_\_\_\_\_ **Kerry McCarver, Cheatham County Mayor**      Date

\_\_\_\_\_ **Steve Allen, Ashland City Mayor**      Date

\_\_\_\_\_ **Anthony Gross III, Kingston Springs Mayor**      Date

\_\_\_\_\_ **Corey Foster, Library Board Chair**      Date

*8/20/21*

**For State Library Use Only**

Reviewed by:

Signature \_\_\_\_\_ Date \_\_\_\_\_  
**Cecilie B. Maynor, Red River Regional Library Director**

Additional notes:

Approved by:

Signature \_\_\_\_\_ Date \_\_\_\_\_  
**Charles A. Sherrill, State Librarian and Archivist**

**ORDINANCE #**

**AN ORDINANCE BY THE MAYOR AND CITY COUNCIL TO ACCEPT A  
BUDGET AMENDMENT FOR THE 21/22 FISCAL YEAR**

**WHEREAS**, the Mayor and Council appropriate \$154,250 in the General Fund; in the Fire Department for the Assistance to Firefighters Grant. Grant amount will be \$146,904.76 and 5% match will be \$7,345.24.

**NOW THEREFORE, BE IT ORDAINED**, by the Council of the Town of Ashland City, Tennessee that this ordinance shall become effective 20 days after final passage the public welfare requiring.

Section 1. A budget amendment consisting of the available funds and appropriations be adopted for the General Fund:

<i>General Fund</i>	<u>Beginning Departmental Budget</u>	<u>Ending Departmental Budget</u>
Fire Department	\$7,044,474.00	\$7,198,724.00

1<sup>st</sup> reading \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
2<sup>nd</sup> reading \_\_\_\_\_

Attest:

\_\_\_\_\_  
Mayor Steve Allen

\_\_\_\_\_  
City Recorder Alicia Martin, CMFO



## Bid Tabulation

SR-12/Hampton Inn Signal Modification

Bid Opening: Friday Sept 10, 21  
10:00 A.M.

1.	Stansell Electric	\$ 81,400.00
2.	S & W Contracting Co.	\$ 146,000.00
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		



## Bid Tabulation

Concrete at Firehall II Playground

Bid Opening: 8/20/21 at 10:00 a.m.

Company Name	Bid Totals
1. No Bids Received	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	



## Bid Tabulation

### Fencing at Tennis Courts

Bid Opening: 8/20/21 at 10:00 a.m.

	Company Name	Bid Totals
1.	Fences Ltd.	29,110. <sup>00</sup> 34,334. <sup>00</sup>
2.	Lu	29,958. <sup>00</sup>
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

### **“Retrofit Roof Scope of Work”**

1. Clear all debris from roof surface and gutters and remove any unused roof penetrations at the direction of Public Works.
2. Prepare the existing roof for acceptance of the new roof system by attaching wood nailer around perimeter to accept additional height of insulation. Cut back metal panels as needed.
3. At front of building, fill the built-in gutter with insulation and sleeve in new downspouts through soffit. Custom retrofit drains flashed into the new downspouts. Provide and install transition from downspouts into underground piping. *Built-in gutter will be bypassed and included into the new roof- no exceptions.*
4. Mechanically attach a 1.25PSI EPS square cut flute fill insulation and a ½” High Density ISO coverboard over entire roof surface within scope area.
5. On walls adjacent to roof areas, fasten EPS flute fill insulation and ¾” CDX plywood to studs. Account for wood nailer along all walls and at roof transitions.
6. Fully adhere a 60mil white TPO membrane to the new coverboard.
7. Run membrane up and over the plywood walls, then install a shop fabricated 24ga gravel stop in a standard color of choice with continuous 22ga lock strip.
8. Prime and strip in gravel stop with manufacturer materials.
9. All coping, gutters, and downspouts fabricated and installed to SMACNA standards.
10. Flash all penetrations appropriately with manufacturer’s materials.
11. Fabricate and install new flanged 24ga 7” box gutters and 3x4 downspouts in a standard color.
12. Prime and strip in any trim as needed with manufacturer’s materials.
13. 2-year contractor workmanship warranty and 20-year 55MPH manufacturer roof system warranty.

**Acknowledge the following are included in base bid:**

- All labor, materials, disposal, safety, and equipment required to perform the work**
- No subcontracting or subletting any part of scope**
- Built-in gutter bypassed, insulated, included in roof warranty**
- Downspout transition to underground pipe**
- 3/4" CDX plywood on walls and wood nailer around perimeter and at roof transitions**
- 1.25# EPS**
- 1/2" HD ISO coverboard**
- Fully adhered 60mil TPO membrane**
- Membrane manufacturer accessories and flashings**
- SMACNA based fabrication and installation**
- 24ga flanged gutter and 3x4 downspouts**
- 24ga gravel stop with continuous 22ga lockstrip**
- 2-year contractor workmanship warranty**
- 20-year 55MPH manufacturer roof system warranty**



# Untitled Map

Write a description for your map.

Legend

Retrofit Area