



TOWN OF ASHLAND CITY
Regularly Scheduled Workshop Meeting
December 03, 2019 6:00 PM
Minutes

CALL TO ORDER

6:00 PM by Mayor Allen

ROLL CALL

PRESENT

Mayor Steve Allen
Vice Mayor Daniel Anderson
Councilman Tim Adkins
Councilwoman Alwilda Binkley
Councilman Roger Jackson
Councilman Chris Kerrigan
Councilwoman Lisa Walker

APPROVAL OF AGENDA

Ms. Kellie Reed requested item number 19 be struck from agenda. A motion made by Councilman Tim Adkins, seconded by Vice Mayor Anderson to approve the December 2019 agenda with the removal of item 19. Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

1. 11-5-19 Workshop Meeting Minutes
Councilman Roger Jackson stated that line item 24 the word "mandatory" was spelled wrong. He made a motion to approve the November 2019 minutes with the correct spelling, seconded by Councilman Chris Kerrigan. Motion passed unanimously by voice vote.

REPORTS:

2. Fire and Codes Department
Chief Walker stated a copy of last month's report was sent. He said Thanksgiving was slow and they helped Pleasant View Fire Department with two house fires. Chief Walker said Hampton Inn pulled their permit(s) and the new apartment complex is rolling along. He stated the department received two thank you notes from citizens, one being about a dog that was removed from a concrete culvert. He added that Mr. Ricky Binkley with Public Works assisted in the saving on the dog. Councilman Roger Jackson asked if there was a paper copy of the report. Chief Walker stated it was emailed.
3. Police Department
Deputy Chief Jason Matlock stated the number of 911 calls last month was around thirty. He further reported the FOP Shop with a Cop will be Saturday December 14th at Wal-Mart.
4. Parks and Recreation Department
Mr. Scott Sampson said they are putting lights along the trail for Christmas.
5. Senior Center
Ms. Melissa Womack stated the floors provided by the Friends of the Center at the Senior Center were waxed and sealed and looking great. She said the new employee was working out great and the Events Committee will have a lunch meeting Thursday the 5th to finalize parade duties.
6. Public Works & Public Utilities Department
Mr. Clint Biggers stated the water treatment plant is running on two filters versus the normal three and there is a plan in place to get it fixed. He said the land surveying process has begun on the land for the sewer plant.

7. City Recorder's Office
Ms. Kellie Reed stated business as usual other than being busy with the Christmas Parade set for Saturday the 7th at 6 p.m. and the upcoming Christmas meeting and dinner held at fire station two on December 16th also at 6 p.m.
8. Court Department
Ms. Anita Justice stated business as usual.
9. Technology Report
Chief Walker stated the Technology Department had a meeting last week and he will get a copy of the minutes sent out.

OLD BUSINESS:

10. Resolution: Adopt Community Mobility Plan
Ms. Reed stated this was a follow up from last week's budget meeting and a Representative will be here next Tuesday at the council meeting to speak and answer all questions.
11. Resolution: Updating Personnel Manual
Ms. Reed stated this reflects the changes were made to the employee manual as suggested at budget meeting; however, she has removed the proposed changes to the nepotism as this may be covered under the ethics section of the code, but she will let the council know once she get the paperwork pulled.
12. Electrical Permit Discussion
Mr. Dwyot Thornton started by thanking the Town of Ashland City for handling electrical permits from 2008 through current. He stated in January of 2020 permits will begin the online process and he expects most customers to do their own through the portal, but thinks some will still want to come in person. He stated he is asking the council to reconsider their decisions to remove electrical permits from City Hall due to him not being able to find anyone else willing to do it. After much discussion it was decided council would discuss further.
13. Ordinance: Amend Ordinance 359: Event Permits
Ms. Reed stated the second and final reading will be next Tuesday at the council meeting to update the verbiage regarding event permits.

NEW BUSINESS:

14. U.S. Marine Corps Memorandum of Understanding
Deputy Chief Matlock stated this is a renewal agreement with the Marine Corp to allow them to train in Ashland City. He stated it will be a renewal of 5 years and the Marine Corp will notify the Police Department of any training scheduled and the public is never aware of their presence.
15. Part-time Firefighter Funding Agreement
Chief Walker stated he hopes to have a copy of the contract by next Tuesday's meeting. He stated when the station on Petway is completed the County will own the truck at the station. He said Pleasant View and Pegram pay their part-time firefighters and we can use them if needed. He stated we will staff it strictly with our part-time firefighters as well, and will put into budget how many people and how much salary. Vice Mayor Anderson asked if there will be an ambulance kept there. Chief Walker said no, it is staffed with part-time EMT's and first responders.
16. ServLine Insurance Policy
Mayor Allen requested to defer item until January meeting.
17. Bicentennial Trail Extension Engineering Agreements
Mr. Sampson stated this is for getting across Chapmansboro Creek.
18. Amusement Attractions Contract for Summerfest
Mr. Sampson stated Ms. Reed spoke with Mr. Purdy and requested a decrease in our profit as to lower wrist band prices for summer of 2020. Ms. Reed stated Mr. Purdy was open to the idea but he has a grant to help run the amusement park and needs to check if he will be in violation of the grant. After much discussion Ms. Anita Justice said the City used to host a golf tournament that helped fund Summerfest. Mayor Allen suggested looking into business for sponsorship as well.

19. ~~Part Time staffing agreement with county~~

This item was stricken from agenda under the approval of the agenda section.

20. Resolution: Adopting ADA Transition Plan

Mr. Brian Stinson stated the transition plan is complete after 3 years of work. He stated if the resolution is approved the Town of Ashland will be compliant with the State. He said the completion of projects is on a 20-year schedule, leaving the larger projects towards the end. Mr. Stinson stated the projects would need to be budgeted as the cost is estimated to be \$360,000. He said he spoke with Mr. Jared Eden to discuss which projects the city can complete on their own.

SURPLUS PROPERTY NOMINATIONS:

None

EXPENDITURE REQUESTS:

21. Permission to Bid Replacing Fire Station II. roof

Chief Walker stated Mr. Josh Wright, the city's architect, is helping by writing the specs and bidding the job out. Chief Walker said it has been decided to go back to shingles and replace the decking and trusses.

OTHER

22. Mayor Allen stated he met with someone about the street lights at Tennessee Waltz and the bypass.

23. Ms. Reed stated the public meeting for the CBDG Grant was held and they can now move forward with the application process for this grant.

ADJOURNMENT

A motion was made by Councilwoman Walker, seconded by Councilman Kerrigan to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 6:51 p.m.



MAYOR STEVE ALLEN



CITY RECORDER KELLIE REED, CMFO, CMC