

TOWN OF ASHLAND CITY WORKSHOP MEETING MINUTES

July 3, 2018

6:00 PM at Ashland City Municipal Building

101 Court Street, Ashland City, Tennessee

CALL TO ORDER at 6:00 PM by Mayor Johnson.

ROLL CALL

Present: Mayor Richard Johnson, Ms. Lisa Walker, Mr. Tim Adkins, Mr. Roger Jackson, Mr. Daniel Anderson and Vice Mayor Steve Allen

ABSENT

None

CONSIDERATION OF AGENDA

A motion made by Ms. Lisa Walker, seconded by Vice Mayor Allen to approve the June agenda as typed. Motion passed unanimously by voice vote.

CONSIDERATION OF MINUTES

A motion made by Mr. Adkins, seconded by Vice Mayor Allen to approve the June minutes as typed. Motion passed unanimously by voice vote.

REPORTS

A. Department Heads.

- a. **Fire, Codes and Life Safety Department.** Chief Walker stated they are busy in all divisions. He also stated fire continue to keep up with calls and codes seem to be experiencing the calm before the storm. He further informed council of the planning commission meeting being cancelled last night; however, we have some new retail coming in, maybe fast food and dentistry. Also, 30+ permits were issued in the last few weeks, 20+ footers poured and 5 more are starting on Thursday.
- b. **Police Department.** Chief Coulon stated things are running smoothly, two officers will be going to school. Mr. Jackson asked Chief Coulon to bring some new ones to introduce to council.
- c. **Parks.** Mr. Tony Young gave a Summerfest report on expenses and revenue, city charged for 320 employee passes, ended with about \$150 short from carnival. Mr. Jackson stated we are not in it to make money. Mr. Young stated if we wanted to make money, we would need to stop having fireworks. He also stated Henderson and Jones sponsored Summerfest this year. Mr. Young informed council the rubber mat at fire hall 2 playground was \$25,000, now the price to add rubber mat at Riverbluff is approximately \$45,000.
- d. **Senior Center.** Ms. Womack stated things are good. She also informed that the advisory council and I have decided to paint with the extra funds acquired through the Friends of the Center, since council approved purchase new flooring.
- e. **Commissioner Gary Binkley.** Mr. Binkley stated the county currently removed the requested funds for the Senior Center, schools have asked for a 30% increase to 3,000,000. He also stated all schools would have SRO's within the new budget, proposing a 15-cent tax increase to cover cost. He informed of an agreement to keep the officer in the school all day.
- f. **Water and Streets Department.** Mr. Biggers stated he currently has two job openings. He informed council of the bridge at Chestnut before the elementary school was hit causing it to fall apart, which the mayor approved as an emergency expenditure. Furthermore, to contract it out would cost \$80,000; we will be repairing in-house for \$30,000 to \$32,000. The county increased the amount for water tank from \$200,000 to \$250,000. Mr. Biggers is asking council to increase our amount from \$400,000 to \$450,000. He also stated this would increase the water capacity.
- g. **Mayor's Assistant –** Ms. Cannon stated she is wrapping up grant paperwork, posting jobs, wrapping up open enrollment. She reminded council of the LaCrosse dedication at 5:00 pm before the council meeting. She stated several in community responded that they would attend.
- h. **Recorder –** Ms. Reed stated working on audit and grant purchases, all other items are on the agenda.

OLD BUSINESS

- A. **Comcast Franchise Agreement-** Mr. Mayor asked if Ms. Reed had spoken with the city attorney. Ms. Reed replied no, but Ms. Noe has been working on it.

- B. **Ordinance: Amend Title 12, Chapter 1 Section 12-194: Adding Demo Fee** – Chief Walker stated this is to add wording that was left out of the original ordinance.
- C. **Ordinance: Amend Title 18, Chapter 1: Section 18-104, 18-105, and 18-106: Usage Fees** – Mr. Biggers stated this would reduce the installation charge of new lines for the developers who are laying their own lines.
- D. **Ordinance: Water Rate Increase** – Ms. Reed stated this is the annual 3% increase to water billing. Mayor Johnson stated he had talked to engineers and they said it was a good way to keep up with progress, very smart.
- E. **Ordinance: Amend Title 12, Chapter 1: Adding NFPA 17A for Food Truck Inspections** – Chief Walker stated we are adopting a section out of a chapter to go by when inspecting the food trucks. Also, no applications yet, but they have been posted on line and on social media.

NEW BUSINESS

- A. **GNRC Contract.** Ms. Womack stated this is for the 2018-19 fiscal year. Mayor Johnson stated Ms. Noe reviewed the contract.
- B. **Lease Property Contract.** Mr. Young stated this is the lease for the football/softball field. Ms. Reed stated Ms. Noe sent a copy of an old contract and she will go back and edit with new dates. She informed when completed, she will send to the board to go over.
- C. **Peace Communications Contract.** Chief Walker stated IT met this morning to discuss a new phone system that will allow more options and ways to transfer calls or forward to cell phones. In addition, the monthly cost will be about the same as what we are currently paying. He informed the County Sheriff office went to it and it was a rough start but love it now. Mr. Mayor stated equipment is so old could not be repaired. Chief Walker stated this would be more efficient and not miss a call like a missed permit last week. Ms. Reed stated the upfront cost would be \$4520 that will be taken from IT funds and Traffic School. Mr. Jackson inquired as to who will receive the new phones. Chief Walker stated city wide.
- D. **Resolution: Speaking Procedure.** Ms. Reed stated this was modeled after the school board's public forum speaking form, and asked council to please read over and let her know of any changes they wish to make. Vice Mayor Allen asked if this would be filled out by anyone who spoke in public forum. Mr. Atkins asked if that included the water bill people. Ms. Reed stated it would be filled out by anyone who wishes to speak at public forum.
- E. **Resolution: Safety Partners Matching Grant.** Ms. Reed informed of TML grant that relates to covering 50% of the cost of steel toe boots for the water employees.
- F. **Ordinance: Amend Title 4, Chapter 5: Purchasing Procedures.** Ms. Reed informed of the charter change to the section on purchasing, and it must be updated with an ordinance. She stated new laws increase the limits and make it easier on the purchasing department. She looked at Kingston Springs, Pleasant View, Pegram, MTAS and the CMFO manual to determine changes to the limits and procedures. Mr. Jackson stated the employees should not have to go to city hall every time they need something simple, Kevin should have authority to go it and finish the job. Ms. Reed stated there is an emergency purchasing section in the ordinance that allows an employee to purchase an item without a PO, amounts over \$2000 must have three quotes and amounts over \$15,000 must be bid out.
- G. **Ordinance: Budget Amendment.** Ms. Reed stated training tower will be paid in this budget \$25,000, server equipment for police rolled into this budget \$50,000, water tank jet truck added that was ordered and did not arrive by June 30 \$380,000 to \$390,000. Mr. Jackson asked if money was already somewhere in the budget for the truck. Ms. Reed stated all unused funds roll into the general budget.


SURPLUS PROPERTY NOMINATIONS

None.

OTHER BUSINESS

ADJOURNMENT

A motion made by Mr. Anderson, seconded by Mr. Jackson to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 6:31 p.m.


 RICHARD JOHNSON, MAYOR


 KELLIE REED, CITY RECORDER