

TOWN OF ASHLAND WORKSHOP MEETING MINUTES

April 3, 2018

6:00 PM at Ashland City Municipal Building
101 Court Street, Ashland City, Tennessee

CALL TO ORDER at 6:01 PM by Mayor Johnson.

ROLL CALL

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

ABSENT

None.

CONSIDERATION OF AGENDA

Mayor Johnson requested the following changes to the agenda: Addition of trail grant bid, surplus property nominations, and ordinance: amend title 20 sign ordinance. Also, striking property tax discussion and debris management plan. A motion made by Mr. Adkins, seconded by Ms. Walker to approve the March agenda with the mentioned changes. Motion passed unanimously by voice vote.

CONSIDERATION OF MINUTES

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

REPORTS

A. Department Heads.

- a. **Fire, Codes and Life Safety Department.** Chief Walker stated the Fire department had 90 calls last month. Mr. Anderson inquired about Leeland station. Chief Walker replied there is no update on the Leeland Station property. Mr. Jackson asked if the filling going on Highway 12, is being done correctly. Chief Walker responded James Brothers is the contractor that is doing the filling and they have all permits required. Vice Mayor Allen asked if anyone is handling the issue on Thompson Road where mud is all over the road due to the disposal compaction place. Chief Walker responded we are working on that issue.
- b. **Police Department.** Chief Coulon reported two officers are starting the academy on Monday.
- c. **Court Department.** Ms. Justice reported everything is business as usual and she does not have anything to report.
- d. **Parks Department.** Mr. Young reported everything is business as usual and he does not have anything to report.
- e. **Senior Center.** Ms. Womack stated next Wednesday she will be attending the county meeting and will be requesting \$50,000 for the senior center. Mr. Adkins asked if the city ever requested money from the county in prior years. Ms. Womack responded not that she is aware of, and no since she has been with the city. Mr. Adkins asked how many attend the senior center from the county. Ms. Womack responded 73% of members live in the county.
- f. **Water and Streets Department.** Mr. Biggers reported had to upgraded a 4" line to 6" line from Boyd street to Turner Street and extended the sewer line on Helen Street. He further reported Jared Eden is building new a welcome sign at the Public Works Building and if it works well it could be the design for new welcome signs for the city entrances.
- g. **Mayor's Assistant** – Mrs. Cannon reported the census has been certified and turn into University of Tennessee office. She also reported she has been working on the employee manual in which Ms. Noe is reviewing.
- h. **Recorder Office-** Ms. Kellie Reed reported working on the budget with department heads and assisting with meetings with the mayor and departments for review of the budget.

OLD BUSINESS

- a. **Ordinance: Allowance for Caretaker Apartments.** Chief Walker stated caretaker apartments has to meet certain requirements to qualify for this zoning. In addition, this change was requested by City Planner Rick Gregory for consistency purposes as this is allowed for certain zoning currently.
- b. **Ordinance: Budget Amendment.** Ms. Reed stated this ordinance is the seconded reading for the training tower. Further, the addition to the budget amendment to appropriate monies for water department budget for the accident that occurred on Turner Street has been added and updated as approved at last month's meeting.
- c. **Comcast Franchise Agreement.** Ms. Reed stated Ms. Noe is reviewing the contract and requested this to be deferred to April council meeting in order for her to contact Comcast and discuss her proposed changes.

NEW BUSINESS

- a. **Community Bank and Trust ACH Agreement.** Ms. Reed stated this is an annual contract and she has given Ms. Noe a copy for review.
- b. **Lindy Murff Contract.** Ms. Womack stated this is an annual contract and no revision has been made from last year.
- c. **TCRS Rate Agreement.** Ms. Reed stated after attending the TCRS meeting last month the minimum amount the city can contribute is 5.7%; however, the city is currently contributing 6.5%.
- d. **Blue Heron Agreement.** Mr. Young stated this is the same contract as prior year and the city will receive \$800 for this agreement.
- e. **Amusement Attractions Agreement.** Mr. Young stated this contract is the same as prior year for Summerfest, which that will be held on June 5-9. Mayor Johnson questioned if Ms. Noe has reviewed the contract. Mr. Young stated he has given her the paperwork to review.
- f. **Certificate of Compliance of Wine-Walmart.** Ms. Reed stated Chief Coulon is doing a background check and Ms. Noe is reviewing the application.
- g. **Board of Equalization Appointment.** Mayor Johnson stated he will be recommending reappointing Ms. Yvonne Stinnett at the council meeting.
- h. **Budget Transfer.** Ms. Reed stated this is a request to transfer monies within the departmental budgets and presented a spreadsheet showing the allocation of the funds.
- i. **Resolution: Safer Grant.** Chief Walker requested to apply for a hiring grant from FEMA. Chief Walker stated this grant will allow Fire Department to hire three employees. Further, the grant will pay 75% of the first two years and 35% of the third year of the employee's salary and benefits. Mayor Johnson asked if we could hire on a three-year contract. Chief Walker responded yes, the Fire Department has enough volunteer/part-time employees willing to take the chance.
- j. **Ordinance: Budget Amendment.** Ms. Reed presented a budget amendment where the Court Department would appropriate \$2,830 for telephone, consultant's services and insurance line items, Recorder's office will appropriate \$15,000 into building maintenance line item and the Fire Department appropriate \$78,365.00 for grant money received for the Volunteer Safer Grant.
- k. **Ordinance: Rezone Arbor Loop of 9 lots.** Chief Walker stated Mr. Regal is requesting to have these properties rezoned from R2 to R-3. Furthermore, Mr. Regal said for this development he will add three parking spots for each residence and agree to bring the road up to city standards.
- l. **Ordinance: Rezone Orchard Street R2 to R-3.** Chief Walker stated codes issued a permit for this property and did not catch the error on the permit. Furthermore, Mr. Regal is building duplex and is required to have R-3 to be able to proceed.
- m. **Ordinance: Amend Ordinance 295 regulating automatic sprinkler system.** Chief Walker stated this is an attempt to make the ordinance more transparent. Furthermore, some of the changes include taking out the sprinkler requirement for remodeling unless the remodel is more than 50% of the square footage. In addition, residential homes requirements for placement of sprinklers by the contractor.


- n. **Property Tax Write Off.** Ms. Reed stated in 2014 there was a misapplied property tax; which was applied to the wrong condo unit. She further requested to have property written off due to the error.
- o. **Employee Manual Discussion.** Ms. Cannon requested to have this discussion deferred to next meeting as Ms. Noe is reviewing the changes in employee manual.
- p. **Schedule Budget Committee Meeting.** Mayor Johnson scheduled budget meetings to be held on April 17, 2018 and April 24, 2018 at 6:00 PM.
- q. **Trail Grant Bid.** Mr. Lee Davidson presented the council with 3 bids, the lowest bid was Adams Construction bidding \$639,179.50. Sessions Paving Company bid \$753,000.00 and Jarrett Builders bid \$972,000. Mr. Davidson stated he has request contingency with the State of Tennessee and came to agreement to add \$208,000 to the grant and the city will have to match \$41,702 to cover the difference.
- r. **Surplus Property Nominations.** Chief Coulon stated there are several items which need to put on the Gov Deals website as listed on the nomination form.
- s. **Ordinance: Amend Title 20 Sign Ordinance.** Chief Walker stated the planning commission has been working on this ordinance for three months. Furthermore, Mr. Rick Gregory recommended revamping Goodlettsville sign ordinance which has been done and presented to council. In addition, Ms. Noe is reviewing the ordinance at this time.

OTHER BUSINESS

- a. Chief Walker requested to add to the council agenda another FEMA grant, which is 100% grant for recruit and retention grant. Mayor Johnson instructed to add this request to the council agenda.
- b. Ms. Walker invited the council to historical spring social on April 12, 2018.
- c. Ms. Womack invited the council to garden club historical marker reveal April 22, 2018 at 2:00 PM.
- d. Mayor Johnson informed the council about Joe Macha funeral arrangement; which is April 7, 2018 from 12-3 at Cheatham County Funeral Home.

ADJOURNMENT

A motion made by Mr. Anderson, seconded by Mr. Jackson to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 7:01 p.m.


RICHARD JOHNSON, MAYOR


KELLIE REED, CITY RECORDER