

TOWN OF ASHLAND WORKSHOP MEETING MINUTES

February 6, 2018

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

CALL TO ORDER at 6:02 PM by Mayor Johnson.

ROLL CALL

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

Absent: Mr. Roger Jackson

CONSIDERATION OF AGENDA

Mayor Johnson stated changes to the agenda, remove under new business A and B, Change C to request to rebid farmland, add under new business TDEC agreement, resolution FEMA vehicle grant, resolution FEMA operation and safety grant, resolution FEMA regional grant. A motion made by Allen, seconded by Anderson to approve the December minutes as typed. Motion passed unanimously by voice vote.

CONSIDERATION OF MINUTES

A motion made by Adkins, seconded by Walker to approve the December minutes as typed. Motion passed unanimously by voice vote.

REPORTS

A. Department Heads.

- a. **Fire, Codes and Life Safety Department.** Chief Walker stated codes department has been busy and there have been numerous inquiries about the rezoning. Also, on the Fire Department side it was record breaking month.
- b. **Police Department.** Chief Coulon stated everything is running smooth and just trying to keep everyone in the department healthy.
- c. **Court Department.** Ms. Justice stated everything is business as usual and she does not have anything to report.
- d. **Parks Department.** Mr. Young reported he has been working on the ADA packet grant and should hear from TDOT in the next couple of weeks.
- e. **Senior Center.** Ms. Womack stated it is busy as usual. She reported there are now 1,120 members at the center. Also, Kathy Nicholson and Roy Dye are out with the flu.
- f. **Water and Streets Department.** Mr. Biggers reported the water treatment plant is struggling to keep the tanks up. He stated they found the leak going into the storm drains. He further stated he has been reviewing applications for the water department positions.
- g. **Mayor's Assistant –** Mrs. Cannon stated the census count is 5,043 and there are still have more households to be counted. Ms. Lisa Walker asked if a manager for the farmer's market has been hired. Ms. Cannon responded yes, his name is Troy Hinke. Ms. Cannon reported that at the farmer's market meeting it was discussed to have the farmer market in front of the court house on Tuesday nights.
- h. **Recorder Office-** Ms. Kellie reported being busy with two bid openings, implementing and set up of Tyler ESS scheduled for February 20th, and having upcoming conferences for TCRS and TML.

OLD BUSINESS

- A. **Interview and Appointment of Vacant Council Position-** Mayor Richard Johnson stated we are not able to vote until Council meeting.
 - **Ordinance: Budget Amendment-** Ms. Kellie Reed discussed the budget amendment: adding two employees to the water budget and increasing longevity (\$102,230.00), adding AO smith grant monies received to recorder budget (\$9,700.00), adding to longevity line item to court budget (\$2,400.00), adding to longevity line item to police budget (\$3,450.00), adding to longevity line item to fire budget (\$2,275.00), adding to longevity line item to street budget (\$5,000.00), adding to longevity line item to senior center budget (\$75.00), and adding to longevity line item to park budget (\$1,100.00).

NEW BUSINESS

- A. **Request Farmland Bid.** Chief Walker requested to rebid due being the city did not receive any bids on this project.
- B. **Training Tower Bid Award.** Chief Walker stated the county is helping with the match of the grant and the bid opening will be ready for the next meeting.
- C. **Mowing Bid Award.** Mr. Tony Young stated the bid opening will be done this Friday.
- D. **Resolution: Comprehensive Management Review with MTAS.** Ms. Reed informed the council that MTAS will evaluate positions and departments at no cost to the city, which will include looking into workloads and making suggestions. Mr. Allen asked will MTAS sit with the employee and review the workload. Ms. Reed responded that MTAS will talk to the department heads and the employees.
- E. **Resolution: Capitalization Policy.** Ms. Reed stated she has been working with Tyler Technologies to get fixed assets implemented. Our current policy depreciates assets with an initial cost of more than \$1500 and an estimated useful life in excess of three years. Further, this will update the policy and save depreciation cost.
- F. **Resolution: Surplus Policy-** Ms. Reed stated this is to update the surplus policy as recommended by the audit.
- G. **Resolution: GNRC Grant.** Ms. Reed stated the Senior Center receives this grant every year and its an 100% grant.
- H. **Ordinance: Allowance for Caretaker Apartments.** Ms. Reed stated this was passed by the planning commission and she is working with city planner to get copies of the ordinance.
- I. **Ordinance: Budget Amendment for Donation Received for Training Tower.** Chief Walker stated the city has received the money from the county for the training tower.
- J. **Ordinance: Rezone North Main Street from R3 to R-4PUD.** Chief Walker stated the planning committee had received a request for rezoning on North Main Street and it was passed. Mr. Rick Gregory changed this to commercial (C-1) in the front and the remaining portion of the property R-4PUD. Chief Walker stated if you have any questions Mrs. Ashley Osman is here for the developer.
- K. **TDEC Agreement.** Ms. Kellie Reed stated the city attorney asked to add this on the agenda and she will discuss this at the council meeting.
- L. **Resolution: FEMA Vehicle Grant.** Chief Walker stated the fire department applied for a grant that would assist with a purchase of new vehicle. Further, it will help the city purchase another ladder truck it's a \$950,000.00 grant with 5% match.
- M. **Resolution: FEMA Operation & Safety Grant.** Chief Walker stated the fire department applied for a grant that would assist purchasing equipment trailer.
- N. **Resolution: FEMA Regional Grant.** Chief Walker stated the fire department applied for a grant that would assist purchasing rehab trailer. Mayor Johnson asked if the regional grant would be share ownership. Chief Walker responded the city would be the host of the grant with Cheatham County and Dickson County being the shareholders if the city is awarded the grant.

OTHER BUSINESS

- A. **Snow Policy.** Vice Mayor Allen asked about the city's snow day policy. Ms. Kellie Reed responded the policy states the Mayor has the discretion to close the office. Further, administration will get paid for normal business hours and the emergency workers get paid compensation if the office is closed. Vice Mayor Allen stated he feels the emergency workers should get double time and have the option to be pay out on snow days.

ADJOURNMENT

A motion made by Allen, seconded by Walker to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 6:34 p.m.


RICHARD JOHNSON, MAYOR


KELLIE REED, CITY RECORDER