

TOWN OF ASHLAND WORKSHOP MEETING MINUTES

January 2, 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, Ms. Lisa Walker, Mr. Roger Jackson, Mr. Daniel Anderson and Mr. Tim Adkins. Vice Mayor Steve Allen arrived at 6:16 pm.

COUNCIL MEMBERS SWEARING IN

Newly elected council members, Daniel Anderson, Tim Adkins and re-elected council member Roger Jackson were sworn in by Judge Stinnett.

CONSIDERATION OF AGENDA

Mayor Johnson stated changes to the agenda, add Mr. Jackson to the first line of council members to swear in and under old business, item C, change to Title 15 Chapter 7. A motion made by Mrs. Walker, seconded by Mr. Adkins to approve the agenda with the changes.

CONSIDERATION OF MINUTES

A motion made by Mrs. Walker, seconded by Mr. Adkins 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 they have been busy with burst pipes, sprinklers and domestic items due to the cold snap. Further, they are gearing up for a busy January and February.
- b. **Police Department.** Chief Coulon stated there was no major crime, petty larceny at Walmart, and was overall a quiet Christmas.
- 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 Ms. Reed and he have been working on the Park Grant, which is a 50/50 grant. He is thinking about the additions to next month's agenda regarding the grant.
- e. **Senior Center.** Ms. Womack stated they are busy as usual. She reported over 100 seniors attended the New Year Eve's dance.
- f. **Water and Streets Department.** Mr. Biggers reported there were no major water main breaks, but they are working on water leaks. He stated the F450 with snowplow arrived 2 weeks ago and the street sweeper will arrive on Friday. He indicated he has requested a transfer of money from tank repair to truck purchase.
- g. **Mayor's Assistant –** Mrs. Cannon stated she is busy and is hitting census hard for the next 2 weeks, working on grants, new employees and human resource city administration.
- h. **Recorders' Office.** Ms. Reed stated she is busy with grants and budget amendments.

OLD BUSINESS

- A. **Ordinance: Building Fees.** Chief Walker stated increasing of fees will cover cost of inspections. In addition, they are expecting more permits over next few months. Mayor Johnson stated this is set for 2nd reading next week.
- B. **Tap/Capacity Fees.** Mr. Biggers informed name change to Usage Fees and increasing to cover expenses. Mayor Johnson stated this is for a 2nd reading. Mr. Jackson stated before Mr. Chris Cherry left, his plan was to borrow money to have funds for tanks and lines to be laid. Mr. Jackson asked if Mr. Biggers had looked at Mr. Cherry's plan and suggested Mr. Biggers get with Ms. Reed. Mayor Johnson asked Ms. Reed about the loan. Ms. Reed stated the approval of loan must be shovel ready, she and Mr. Biggers will look at it this month to see if everything is ready to start in October.
- C. **Ordinance: Title 15 Chapter 7 Parking Fees.** Chief Coulon stated this is an increase in the fee from 10 cents to 25 dollars and is for 2nd reading.
- D. **Ordinance: Rezone Graham Road at Highway 12 from R-1 to C-2.** Chief Walker stated this is for 2nd and final reading.

NEW BUSINESS

- A. **Request to bid lawn mowing.** Mr. Young presented a bid for a contract every 2 years. He stated the contract will cover March to October and this is cheaper to pay than having employees do the mowing, purchasing of gas, and wear and tear on the tractor. He informed the mowing contract will cover Riverbluff, the walking track, ball fields, and tennis courts. Mrs. Womack questioned if we need to add Senior Center and Fire Station II. to the contract. Mayor Johnson directed yes, both need to be added.
- B. **Request to bid trail grant.** Mr. Young stated the bid came in high, changes have been made and we should hear something back middle of month.
- C. **Subcontracting Meter Reads Discussion/Contract.** Mr. Biggers stated radio reads would be \$700,000, it would take 25 years to pay off; however, the radio reads would cut data entry time and errors. He informed the cost of \$45,000 per year to read meters 2 days a month versus a contract meter reading company that would cost \$32,000 a year. He stated the contract company will furnish their own cars, gas and check for leaks. Mr. Jackson asked if he checked with other companies and looked at references. Mrs. Walker asked length of contract. Mr. Biggers stated he called several companies and the references all check out and the contract is for 3 years.
- D. **Farmer's Market Manager Contract.** Mayor Johnson asked if there is a change from last year. Mrs. Cannon stated no change, just need an approved contract. She also stated the Farmer's Market requires a lot of work and time during the market months. Mrs. Walker asked who will be managing this position. Mrs. Cannon stated Mr. Young because it is under parks. She stated the person hired would need formal training for this position to be able to answer questions and promote the market. Mrs. Walker agreed a manager is needed and business picked up last year with the time change. Mr. Young stated the pavilion is rented out when the market is not open. Mr. Jackson requested someone to check and see if that is allowed. Mayor Johnson stated the UT Extension Director is a good source of direction. Mrs. Walker would like to see a weekly report indicating what was done and did it work. She asked for it to be reported at the workshop each month.
- E. **Resolution: Complete Streets Plan TDOT Grant.** Mrs. Cannon indicated this is a 90/10 complete street plan grant including new development, traffic flow, pedestrian plan to connect sidewalks & parks. She stated the grant would be \$250,000 with the city paying \$25,000. Mr. Adkins requested timeline to notify if received. Mrs. Cannon stated we would know by March. Ms. Reed stated if approved, it will put city on map with TDOT for future projects and grants.
- F. **Resolution: Broadband Ready Communities Program.** Mrs. Cannon stated this requires no money, Economic Community & Development Board will pay to help expand and create options of residents of the city. Mrs. Cannon stated Mr. Brian Stinson will be the point person if we agree and open up options for internet to the public. Chief Walker stated not enough providers at this time are hurting sale of condo's. He also stated this will help industries with their operations.
- G. **Ordinance: Amending Title 8, Chapter 1, Section 13- Deleting the limitation of the number of liquor retailers.** Mr. Jackson stated we do not want to be Dickerson Road.
- H. **Ordinance: Budget Amendment.** Ms. Reed stated amendment will include increase in longevity pay, 2 new employees in water and donation from AO Smith down town grants. She stated let Mayor know if any other changes. She also stated water tap fees were checked to date and it was \$105,000 and is enough to cover the amendment.
- I. **Appoint City Recorder.** Mayor Johnson recommended Kellie Reed.
- J. **Appoint City Attorney.** Mayor Johnson recommended Jennifer Noe.

OTHER BUSINESS

- A. **Updates and Reminders.** Mr. Allen asked if the rezoning was a 2nd reading. Ms. Reed will advertise in paper next week. Training for council members will be Thursday night at 5:30.

ADJOURNMENT

A motion made by Walker, seconded by Allen to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 6:43 p.m.



RICHARD JOHNSON, MAYOR



KELLIE REED, CITY RECORDER