



## **TOWN OF ASHLAND CITY**

### **Regularly Scheduled Workshop Meeting**

### **November 03, 2020 6:00 PM**

### **Minutes**

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#### **CALL TO ORDER**

"I am Steven Allen, Mayor for the Town of Ashland City, hereby call to order the November 3, 2020 Workshop of the City Council of Ashland City. Due to the COVID-19 pandemic, and in accordance with Governor Bill Lee's Executive Order, this meeting is being conducted with limited physical public access. The meeting is being made available however to public via live video stream on the Zoom application. The meeting is being done by electronic means to protect the public health, safety, and welfare of the City's citizens in light of the COVID-19 pandemic"

#### **ROLL CALL**

##### **PRESENT**

Mayor Steve Allen  
Vice Mayor Daniel Anderson  
Councilman Tim Adkins  
Councilman Gerald Greer  
Councilman Roger Jackson  
Councilman Chris Kerrigan  
All members reported electronically.

#### **APPROVAL OF AGENDA**

A motion was made by Councilman Greer, seconded by Councilman Adkins, to approve the agenda as written. All approved by voice vote.

#### **APPROVAL OF MINUTES**

1. October 6, 2020 Meeting Minutes

A motion was made by Councilman Jackson, seconded by Councilman Kerrigan, to approve the October 6, 2020 Workshop Meeting Minutes. All approved by voice vote.

#### **REPORTS:**

2. Fire, Codes and IT Report

Chief Chuck Walker stated everyone should have a copy of the Fire and IT reports and if anyone has any questions just let him know.

3. Police Department

Chief Kenny Ray stated the report has been sent out and if anyone has any questions or anything he is happy to discuss them. Vice Mayor Anderson stated he would like to congratulate Charlie for completing the investigation school and asked Chief Ray to pass that along.

4. Court Department

Ms. Anita Justice reported everything is business as usual and she doesn't have anything else to report.

5. Senior Center

Ms. Melissa Womack reported they reopened the Senior Center this month with a slow start and minimal programming. She further reported she received an email from GNRC and there was some additional federal funding that has been moved around. This funding will be used to update technology within the center. GNRC will be sending the paperwork to allocate this additional funding soon. Ms. Womack further reported on the food program and how well this program is working out well.

6. Parks Department  
Mr. Scott Sampson thanked Councilman Greer and the Musicians of the Nashville Symphony for holding a concert at Riverbluff. He stated there were over two hundred (200) people there for the concert and it went well. He reported the HVAC system is installed at Riverbluff Park and there will be a cage installed to protect the outside of the unit as well.
7. Public Utilities/Works  
Mr. Clint Biggers reported they started trimming trees to get ready to put up the Christmas lights. Further, they are caught up on taps and the Sycamore Square tank is now up and running; however, there is now a leak at the Lennox Tank. He stated he is waiting on a quote to come back for the cost of repair.
8. Financial Director  
Ms. Gayle Bowman stated an email was sent out for financial reports. She further stated she is happy to report we have underestimated the revenues in the budget because of COVID as she is currently projecting about one (1) million over what was originally estimated. She further reported they are working on the TCRS project and keeping the day to day activities running.
9. City Recorder  
Ms. Kellie Reed stated yesterday they released the grand marshal announcement on social media and we have seen a great response from this announcement. She further stated the sign up for participants is posted on the website and she has been sending out notices to try to get people to participate. She reported so far there are five (5) entries for floats. Ms. Reed stated she has been working on the TCRS project with the front office and has done some work on the CARES Act some with Ms. Gayle.

#### **OLD BUSINESS:**

10. Resolution: Alley Abandonment  
Ms. Reed stated they are still working on the research for this and they will be asking for a deferral because there will be an advertisement required regardless of what they find out.
11. Ordinance: Rezone Request: R3 to R3-PUD 580 South Main Street - Map 55F H Parcel 4.00  
Mr. Jason McClain stated they are currently working on their site plan and they are remodeling the existing house. They haven't made decisions on exteriors or anything like that. The preliminary plan is was included in the council's packet which shows the orientation of the homes. Councilman Jackson questioned the R3 to the R3PUD what this will do. Mr. McClain stated the PUD requires a plan be submitted to the city as part of the rezone. He stated the site plan will come back to the Planning Commission for approval.
12. Ordinance: Rezone Request: R4PUD to R4- Peach/Main Street - Map 49J Parcel 1, 1.01, 4  
Mr. McClain shared the concept drawing on his screen. Further, the developer will be here for next week's council meeting to answer questions, but he couldn't be here tonight. Vice Mayor Anderson stated it would be helpful if the developer could come to the first reading. Councilman Jackson stated he was mistaken on the location of this request and has since figured out exactly where this one is located.
13. Ordinance: Amending Municipal Floodplain Zoning Ordinance  
Mr. McClain stated this will be for the second reading. It is mandatory to be part the NFIP, National Flood Insurance Program. FEMA gave a ninety (90) day period to contest maps and it was forwarded to property owners and surveyors. Further, we have to vote on this to be a part of the program. The ordinance is basically the same as it always has been.
14. Ordinance: Amend Title 18  
Ms. Reed stated this is the second reading for the maintenance of the commercial pumps. Mr. Clint Biggers stated it is for pumping and pump repairs and will make it a responsibility of the property owners or business. He further stated we will send out a letter letting everyone know what is going on. Vice Mayor Anderson stated we should give a grace period in order to give them time to find someone to handle everything for them.
15. Budget Amendment #2 FY 2020-2021  
Ms. Bowman explained this is actually the second budget amendment for the fiscal year and will be to allocate money for the food pilot program, but it will be reimbursed to the city.

## **NEW BUSINESS:**

### **16. Citco Agreement for Handheld Devices**

Ms. Bowman stated this will allow us to move from paper to handheld devices for the meter reads. Further, in the future there will be technological advances. Currently this will allow us to upload the readings rather than manually enter them. The Citco Agreement is for the purchase \$2,000 fee annually.

### **17. Tyler Agreement for Handheld Devices**

Ms. Bowman stated this is for the software for the handhelds, but Tyler does not sale the handhelds. Further, there is an annual fee for this as well. Mr. Biggers stated this will cut down on the rereads as well because it will notify the reader if there is a significant difference right then.

### **18. Mowing Contract Renewal**

Mr. Scott Sampson stated this is for Les Stewart to mow the parks and this will allow for a one (1) year renewal.

### **19. Amend Title 12, Chapter 1: Section 12-101. Standard Codes Adopted**

Mr. McClain stated this will update the code cycles from the 2012 codes to the 2018 code cycles. Further, by law we have to be within seven (7) years of the code cycles. Dickson County and the State has adopted this as well. Mr. McClain stated he has went over the significant changes with Chief Walker and Deputy Chief Noe.

### **20. Event/Park Committee Discussion**

Mayor stated the Event Committee is no longer and he wanted to talk about the Parks Board taking over the tasks of the Event Committee. Ms. Bowman stated Council would need to approve changing the line items to Parks to allow them to utilize the allocated funds. Councilman Adkins questioned if the Parks Committee would oversee all the events like Music on Main. Mr. Sampson responded yes they would and he will help oversee and organize this as well.

## **SURPLUS PROPERTY NOMINATIONS:**

None.

## **EXPENDITURE REQUESTS:**

### **21. Archive Social Quote**

Ms. Reed stated this is to store and back up all social media records. She further stated she is doing some fact checking on this to ensure this is something we need. Ms. Bowman stated it will be one thousand ninety three dollars (\$1,393) for the remainder of this year. Mayor asked Ms. Bowman to explain how this works. Ms. Bowman stated even if records are deleted they are backed up and this will take a snapshot of the records every ten (10) seconds. Vice Mayor Anderson stated we should talk to other cities who use this company. Ms. Bowman stated she has done some price comparison, but will reach out to other cities as well.

## **OTHER.**

Vice Mayor Anderson questioned if we have spoken to Mayor McCarver yet. Mayor stated he is going to try to get an appointment with him for further discussion. Vice Mayor Anderson questioned where we stand on City Hall and Fire Hall. Mayor responded we are not ready to go out for bid right now and are hoping materials will go down a little bit after the first of the year. Vice Mayor Anderson questioned the Sewer Treatment Plant. Mr. Biggers stated they are suppose to start next year and we are waiting on the loan. Mayor stated the money for the fire truck is getting really close. Ms. Reed stated the closing is November 17 so that everyone's schedule lined up. The Sewer Treatment Plant is in the holding period right now for the resolutions that were passed last month. Councilman Greer questioned the closing date for accepting applications. Ms. Reed stated on Friday at the close of business. Mayor questioned if everyone is satisfied with interviewing over zoom. Councilman Greer stated if there is anyway we can interview in person it would make the process go more smoothly. Vice Mayor Anderson suggested having a Special Called Council Meeting before the Budget Meeting next

week. Ms. Reed stated Council does not have to make a decision next week. Further the candidate will have to be selected at a regular or Special Called Council Meeting. Mayor discussed working on having discussions with some residents who may be asking to be annexed into the city limits. Councilman Jackson stated he would like to discuss not allowing burning of brush that is going on all the time. Further, Nashville and other cities require chipping now. Mayor stated we will look into that further.

#### **ADJOURNMENT**

A motion was made by Vice Mayor Anderson, seconded by Councilman Greer, to adjourn. All approved by voice vote and the meeting adjourned at 7:00 p.m.

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MAYOR STEVE ALLEN

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CITY RECORDER KELLIE REED, CMFO, CMC