



TOWN OF ASHLAND CITY
Regularly Scheduled Workshop Meeting
December 07, 2021 6:00 PM
Minutes

CALL TO ORDER

Mayor Allen called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT

Mayor Steve Allen

Vice Mayor Daniel Anderson

Councilman Tim Adkins

Councilman Gerald Greer

Councilman JT Smith

ABSENT

Councilman Roger Jackson

Councilman Chris Kerrigan

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

1. October 5, 2021 Workshop Meeting Minutes

A motion was made by Vice Mayor Anderson, seconded by Councilman Smith, to approve the October 5, 2021 Workshop Meeting Minutes. All approved by voice vote.

REPORTS

None.

OLD BUSINESS

2. Soccer Club Proposal

Mr. Scott Sampson stated there was no one in attendance on behalf of this discussion.

3. Catfish on the Cumberland

Ms. Misty Keenan stated that she believes there were things that were not clearly communicated or approved at the last meeting so that needs to be done. She stated that she is asking for full access to the park all day the day of the event. Councilman Adkins asked if it had been decided on who would do security and maintenance. Ms. Keenan stated that Chief Ray told her it would be \$50.00 per hour to use the Ashland City Police Department and that he feels they would have enough staff to handle the event and she did not mind hiring our department, but she would like it at cost of \$25.00 per hour. Ms. Jennifer Noe stated that it is up to the board on what they would like to do. She stated that if we open it up this time, it would have to continue. Ms. Noe stated that we need to look at having a more formal policy in place for how to handle these events in the future. She stated that it would also be a good idea to have a contract in place. Ms. Noe stated that we would also need to look at changing the current beer ordinance. Councilman Adkins questioned if other cities closed their parks for events like this. Ms. Noe stated that they do. Mr. Sampson stated that there will be soccer scheduled that day. Councilman Greer asked what time of year this would occur. Ms. Keenan stated it would be in September. Councilman Adkins asked what time the event would begin. Ms. Keenan stated that they would need access starting around 5:30 a.m. and that she would reach out to the soccer association in advance to coordinate. Councilman Greer stated that he was concerned about the boat ramp access. Councilman Adkins asked what the vision was to block off the entrance. Ms. Keenan stated that she intends to put gate access at the entrance and would begin working in advance to let the citizens know entrance into the park would be ticketed only just like you

would for a road closure. Vice Mayor Anderson stated that they need to have a policy in place first. Mayor Allen stated he agreed. Ms. Keenan stated that she needed to know as soon as possible so that she could start looking for funding for such a large-scale event.

4. U.S. Geological Survey Joint Funding Agreement

Ms. Martin stated that we deferred this on last month's agenda. She stated that she and Ms. Bowman went back and looked at what was spent last year and this agreement would be the same amount as last year but it would still be more than what was budgeted. Ms. Martin stated that the contract had to be fully executed by November 13, 2021, so there will need to be another contract drawn up if we want to move forward with this. Mayor Allen asked if this was the gage for the river. Ms. Martin stated it is. Councilman Adkins asked if the County was paying their half. Mr. Biggers stated that the County stated that they were not going to pay theirs because of the cost difference. Chief Noe stated that he would speak with Chief Hogan and see about getting a new contract. Ms. Noe stated that it just needs to be denied at the next meeting.

5. Ordinance: Budget Amendment #4 (Fire and Police)

Ms. Bowman stated she will be asking to defer this until next month because the donation for the Fire Department has not been received yet.

6. Ordinance: Amend Ordinance 561- Land Use Regulations

Ms. Martin stated that this is an Ordinance amending Ordinance 561 that was approved in June of this year. She stated that Ordinance 561 amended section 3.140 for land use regulations and when that was amended, the language conflicted with section 3.150. Ms. Martin stated that Section 3.150 will need to be deleted in its entirety and a placeholder will need to go there in case we want to add to it in the future.

NEW BUSINESS

7. Meals on Wheels Discussion

Mayor Allen stated that we have so many programs going on at the center and Meals on Wheels interfered with a lot of them. He stated that they have Meals on Wheels at the Church on Ed Harris Road, they just do not have a dine-in option. Vice Mayor Anderson asked Ms. Gena Batts about the program they were going to start. Ms. Batts stated that they already started Kathy's Kitchen and they had 26 people come to eat. She stated that they made enough for 30. Councilman Adkins asked if any of the members that came for Meals on Wheels at the center before it was moved were in attendance. Ms. Batts stated no. She stated that the center had eight (8) events alone in November that offered either a free meal or refreshments. Councilman Adkins stated that there are opportunities for people to come in for free meals or low-cost options and still be able to socialize. Ms. Batts stated that out of the 132 signatures on the petition, only nine of those were members of the center and only one of those was a City resident. Councilman Adkins asked if they needed donations for Kathy's Kitchen for those that may not be able to afford it. Ms. Batts stated that she has had other members offer and that they will welcome donations. Mr. Tony Young asked what the \$5.00 covered. Ms. Batts stated that it covered the food and paper goods.

8. Renaming Ashland City Ballfields - Tara Boyd

Ms. Tara Boyd stated that she is asking to rename the ball fields after her husband, Mike. She stated that she is asking because he is such a huge part of these fields and has been with the organization for over a decade. Mayor Allen asked if she was asking to rename all of them. Ms. Boyd stated that it was specifically the fields behind Ashland City Elementary School. Vice Mayor Anderson stated that the Town of Ashland City does not own these fields, they are owned by the school board. Ms. Noe stated that would not be our decision and she would need to speak to the school board.

9. Moving City Election

Ms. Pam Frejosky stated that she has been in her position for over four (4) years and has conducted three (3) elections for Ashland City. She stated that we are the only municipality large enough to have wards, but that we are the largest municipality with the lowest voter turnout. Ms. Frejosky stated that we only had 9% of our registered citizens vote and that Kingston Spring's numbers were the same when they held an off-season election. She stated that when an election is aligned with a State or Federal election we have a better turnout. Ms. Frejosky stated that she would propose changing the election to August. She stated that having the election in December would be more cost-effective for the city. Ms. Frejosky stated that we

had less than 300 people deciding the fate of the City. Councilman Adkins asked how they would notify the registered voters that the election moved because he had a large amount of feedback from citizens stating that they didn't even know there was an election. Ms. Frejosky stated that there was a notice in the Ashland City times and online, but because it is an off-year election they do not do any other advertising.

10. Tyler Merchant Accounts

Ms. Martin stated that we currently use AMS for our credit card processing but would like to terminate our contract with them and use Tyler instead. She stated that they now offer credit card processing services and it is currently the program we use. Ms. Martin stated that the processing fee of \$2.50 per transaction would not change and the annual cost to lease the terminals would be \$912.00.

11. Recruitment Advertising Contracts

Mr. Stephen Jenkins stated that they had earmarked funding from a FEMA grant they received. He stated that they have \$19,703.00 remaining and they would like to use \$18,298.00 out of that to go towards recruitment advertising. Mayor Allen asked if it was already in the budget. Mr. Jenkins stated it was.

12. Public Works Building Xerox Upgrade

Ms. Martin stated this is an agreement for an upgrade to the current xerox copier at public works. She stated that this would save \$126.29 per month for the lease plus it would include up to 10,000 black copies and 5,000 color copies at no additional cost. Ms. Martin stated that we are currently paying per print and this would be included in the monthly charge. She stated that she did get some information that Canon may be cheaper so she may ask to defer this if they come back with a better rate.

13. Resolution: Interim Financing City Hall

Ms. Bowman stated that this is a required Resolution to start the interim financing process to cover City Hall. She stated that we will get the money from the bank and after 3 years we will draw the money from USDA to pay off the bank. Mayor Allen stated that we will combine items #13 and #14 on the agenda.

14. Resolution: Loan Agreement City Hall

Ms. Bowman stated this is the same as item #13 on the agenda.

15. Ordinance: Redistricting Wards

Ms. Noe stated that she is working on this. She stated that it is taking a while to figure out which roads will be in each ward because there has been a lot of additions since the last time this was done. Ms. Noe stated that there are some questions about Chapmansboro Road because it is outside City but inside the natural boundary line. She stated she is trying to get clarification on that and hopes to have it for the Council by Tuesday. Ms. Frejosky stated that as long as we get it going in the month of January, we can mail out the cards in the month of February and it will not affect the primary. Mayor Allen confirmed that this would not cause any address changes.

16. Ordinance: Temporary Use Permit

Ms. Martin stated that this went before the Planning Commission and was voted to be put in Ordinance form and go before the Council to approve. Councilman Greer stated that there was one thing that bothered him when they approved it on the Planning Commission and that was that 51% of the produce must be grown on the permit holder's property. He stated that he would like to see that either removed or reduced significantly. Councilman Greer stated that he feels that he would like to reword it to grown in Cheatham County or the State of Tennessee. Chief Noe Stated that he did not know who would police that. Ms. Noe stated that this is a recommendation from the Planning Commission but that as a Council they can change it to anything they want. Mr. Kevin Thompson stated that 75% of his property is in his front yard and if he had to grow 51% of his produce all you would see is his garden when you pass by. He stated that the growing season is from April 1st to November 1st. Mr. Thompson stated that it should be on C2 or agriculture property. Councilman Greer stated that he would like to change the language of the Ordinance. Councilman Adkins asked if this could be voted on next week. Ms. Noe stated that it could and they could change the language by motion.

SURPLUS PROPERTY NOMINATIONS

None.

EXPENDITURE REQUESTS

17. Award Bid: Water Tank Repairs

Mr. Biggers stated that the bid opening would be done later this week.

18. Award Bid: Mowing Agreement

Mr. Sampson stated that we received three bids. He stated that LCJW bid \$876.00 per cut, 3C's bid \$4,075.00 per cut, and Fescue 911 Lawn Care bid \$2,400.00 per cut. Ms. Sampson recommended accepting the lowest bid.

19. Award Bid: Roof Replacement Public Works and Police Dept

Mr. Biggers stated that we received three bids. RSS bid \$114,449.00, Eskola bid \$334,000.00, and Collier Roofing bid \$275,740.00. Mr. Biggers recommended that we accept the lowest bid.

OTHER

Dog Park - Mr. Sampson stated that the dog park poles and fencing will be completed this week. He asked the council if they could attend a grand opening on Tuesday, December 14, 2021 at 5:00 p.m.

Building Inspector - Chief Noe stated that they had hired someone for the position of Building Inspector Official. He stated they will now have another vacancy since their Codes Officer is leaving and they would like to hire a Building Inspector in their place. Ms. Bowman stated that it was just approved to change the position of the Building Inspector to a Building Inspector Official and it will need to be advertised. Councilman Adkins asked if they had the money in their budget. Ms. Bowman stated they did not and would need a budget amendment.

CCEC Agreement - Ms. Martin stated that this is an agreement for the police department. Chief Ray stated that this is training on notifying the school systems when a child is involved in a traumatic event and would need extra care. Ms. Martin stated there was no cost on the City.

Christmas Parade - Mayor Allen stated that the Christmas parade was a huge success and it was the biggest one yet. He thanked everyone involved for their help.

Recreation Center - Mr. Tony Young presented the council with some ideas regarding a recreation and community center combined. He stated that maybe we could ask for funding in the community.

Mayor's Assistant - Mayor Allen introduced his new assistant, Ms. Kay Hopwood.

ADJOURNMENT

A motion was made by Vice Mayor Anderson, seconded by Councilman Greer, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:19 p.m.

MAYOR STEVE ALLEN

INTERIM CITY RECORDER ALICIA MARTIN, CMFO