



TOWN OF ASHLAND CITY

Regularly Scheduled Workshop Meeting

January 03, 2023 6:00 PM

Minutes

CALL TO ORDER

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

ROLL CALL

PRESENT

Mayor JT Smith

Vice Mayor Gerald Greer

Councilman Tim Adkins

Councilman Chris Kerrigan

Councilman Michael Smith

Councilman Kevin Thompson

Councilman Tony Young

APPROVAL OF AGENDA

Ms. Martin asked to add the CPIT agreement under other. A motion was made by Councilman Thompson, Seconded by Councilman Kerrigan, to approve the agenda with the stated changes. All approved by voice vote.

APPROVAL OF MINUTES

1. December 06, 2022 Workshop Meeting Minutes

A motion was made by Councilman Kerrigan, Seconded by Vice Mayor Greer, to approve the December 06, 2022 Workshop Meeting Minutes. All approved by voice vote.

UNFINISHED BUSINESS

2. Project Updates from Josh Wright

Mr. Wright stated that he wanted to give a quick update on all the projects we have going on. He stated that for the fire hall, the brick is going up and they are on schedule to finish in September except for the generator which will not be in until October. Mr. Wright stated that for city hall, the design documents have been turned in to the Fire Marshal addressing their comments and the USDA paperwork has been turned in. He stated that the soil borings have been completed and as soon as they are approved it will go out to bid. Mr. Wright stated that him and Ms. Batts met to finalize the senior center and possibly moving the ball fields. He stated that they are getting design fees and plan ideas. Mr. Wright stated that he met with Mr. Clark on the community center, and they are working on the floor plan, design fees, and schematic. He stated that he is working on a floor plan for the firing range as well. Councilman Greer asked if he had revisited the positioning of the amphitheater. Mr. Wright stated that they will get to it.

3. Resolution: Updating the Purchasing Policy

Mayor Smith stated that we will be asking to defer this because it is not ready yet.

4. Ordinance: Modifying Title 11, Chapter 4, Section 11-404

Ms. Martin stated that this is to remove all fireworks from Title 11 and leave it in Title 7.

5. Ordinance: After Hour Water Disconnects

Ms. Bowman stated that this is for the second and final reading. She stated that it is to protect our employees by not letting them go out after dark for reconnects.

NEW BUSINESS

6. Parks Advisory Board Changes

Councilman Smith stated that he would like to change the duties of the secretary for the parks advisory board. He stated that the by-laws state it should be a town employee and he wants to change that to a board member. Ms. Noe stated that she did not see an issue with that as long as there is a board member willing.

7. Codes and IT Assistant

Mr. Nicholson stated that his top priority was to hire an assistant and he needs help. He stated that he wanted to make this position universal, so he combined it with an IT assistant to help Mr.

Greer. Mr. Nicholson stated that he needs help now and we are continuing to grow and get bigger. He stated that from January 01, 2022, to December 31, 2022, they performed 148 inspections and issued 155 permits. Mr. Nicholson stated that the codes department also generates revenue for the City and in FY 20/21 they brought in \$136,219.08, in FY 21/22 they brought in \$159,759.21, and so far for FY 22/23 they have brought in \$31,826.97. Ms. Bowman stated that she ran the numbers, and the money is in the budget. Councilman Adkins asked when he planned to hire this person. Mr. Nicholson stated now. Mayor Smith stated that Mr. Nicholson could really use the help because they are stretched really thin. He stated that Mr. Greer is one man trying to do all the work for the city.

8. Advertisements for Fire

Mr. Jenkins stated that they currently have \$17,000.00 left from a FEMA grant they are wanting to use on advertising. He stated that the ads will be in Nashville on billboards, and they would like to go with Outfront Media for it. Mr. Jenkins stated that Social Indoor will run ads in places like Bridgestone Arena. Councilman Thompson asked how many men they were short. Mr. Jenkins stated that they have a target of 20 and they currently have 4.

9. ESO Agreement

Mr. Jenkins stated that this is an agreement for their activity tracker they use for public education events. He stated that it allows them to keep track of those events. Chief Noe stated that it is part of their record management software.

10. Defense Logistics Agency SPO

Chief Ray stated that this is an agreement they do with the military every year.

11. Summerfest Fireworks Contract

Mr. Clark stated that this is a contract for the Fireworks at Summerfest, and this is the same show and same price. Councilman Thompson asked if there are any changes from last year and Mr. Clark stated there aren't. Councilman Kerrigan asked if Ms. Noe had reviewed this. Ms. Noe stated she had, and they have the changes.

12. Summerfest Carnival Contract

Mr. Clark stated that there is a one-year agreement and a three-year agreement. He stated that the carnival would like a three-year agreement to lock in the dates for us and everything is the same as the last several years regardless of if they do one or three years. Councilman Adkins asked if it was cheaper if we do a three year. Mr. Clark stated that it doesn't cost us anything so probably not. Councilman Kerrigan asked if he could get the armbands for \$20 instead of \$25 if we do a three year. Mr. Clark stated that he would ask.

13. Senior Center Dance Lease Agreement

Ms. Batts stated that there is low attendance at the dances and not enough money to pay the band. She stated that she also has to provide a staff member that evening which leaves her short an employee one day a week. Ms. Batts stated that to alleviate the issue, some of the other centers around us lease their center for dances and she had a gentleman call her willing to do that. She stated that Mr. Brake drew up the agreement and her and Ms. Noe made some changes. Ms. Batts stated that the final draft is what they have in front of them.

14. Agreement for Additional Tyler Card Readers

Ms. Bowman stated that this is for additional card readers for court so that they can begin taking their own payments.

15. Resolution: Amending Water and Sewer Rules and Regulations

Ms. Bowman stated that this is bringing this up to date by taking out the old stuff and putting in what we do now.

16. Resolution: Protective Footwear

Ms. Black stated that this is to add parks.

17. Resolution: Amending the IT Policy

Ms. Martin stated that the State of Tennessee banned TikTok on all government issued devices so this is changing our IT policy to ban it on all City issued devices and using the app on your personal device while connected to the City network.

EXPENDITURE REQUESTS

18. Award Bid: WWTP

Mr. Oakley stated that last month he presented the bid results and at the time he was not in a position to recommend award. He stated that tonight he is here with CEC's recommendation to

award the bid to Reeves-Young for \$30,745,000.00. Mr. Oakley stated that he called White House and asked their Public Works Director about Reeves-Young or any words of advice they may have. He stated that they have had challenges with delivery equipment which is just the nature of the job right now, but they would award the bid to Reeves-Young. Mr. Oakley stated that he also spoke to the engineer in White house and the project manager said similar things. Ms. Bowman stated that on the last call with USDA they stated that they cannot fund the project since it is over \$25,000,000.00 so at State level they are not allowed to, and it would have to go federal. She stated that we have to have a letter from CEC and a letter from us saying we will do what is necessary to pay this back. Ms. Bowman stated that they are positive they can get us \$5,000,000.00 in federal grant money but they want us to set aside \$1,000,000.00 for the contingency so we are not giving back grant money. She stated that we can give \$2,000,000.00 from our unassigned fund and reserve the \$1,000,000.00. Councilman Adkins asked if this would increase the water and sewer rates by 15% over the next three years. Ms. Bowman stated that is not what they were voting on tonight, it would be voted on at budget. Councilman Adkins stated that he wanted to get an idea of what it would be and get reassurance this would not continue in the future. Ms. Bowman stated that it would not. Mr. Oakley stated that this is based off the current customer numbers and the loan is over forty years. Ms. Bowman stated that the letter says we will put our own money up and do our part to do the hard work and make the payments.

OTHER

19. CPIT Agreement

Ms. Noe stated that this is an agreement with the 23rd Judicial District and us so that DCS can assist with child abuse investigations.

Councilman Adkins asked when the rezone for the Walker property will be heard by the Planning Commission. Ms. Noe stated it would be the first Monday in February. Councilman Adkins asked after the Planning Commission hears the request, when it would come before the Council. Ms. Noe stated that it would be heard in March to allow time for public notice.

Councilman Kerrigan asked if we could bring the Full Time Mayor/ Full Time City Administrator back onto the next agenda for discussion.

Councilman Kerrigan stated that we need to specify when the change of date of the election goes into effect and let Representative Mary Littleton know as soon as possible. Councilman Greer asked Ms. Noe if she recalled if we specified that. Ms. Noe stated she did not recall but she would review it and follow up.

ADJOURNMENT

A motion was made by Vice Mayor Greer, Seconded by Councilman Kerrigan, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 6:37 p.m.

MAYOR JT SMITH

CITY RECORDER ALICIA MARTIN, CMFO