



## **TOWN OF ASHLAND CITY**

### **Regularly Scheduled Workshop Meeting**

### **April 06, 2021 6:00 PM**

### **Minutes**

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#### **CALL TO ORDER**

Mayor Allen called the meeting to order at 6:01 p.m.

#### **ROLL CALL**

##### **PRESENT**

Mayor Steve Allen  
Vice Mayor Daniel Anderson  
Councilman Tim Adkins  
Councilman Gerald Greer  
Councilman Roger Jackson  
Councilman Chris Kerrigan  
Councilman JT Smith

#### **APPROVAL OF AGENDA**

A motion was made by Vice Mayor Anderson, seconded by Councilman Smith, to approve the agenda. All approved by voice vote.

#### **APPROVAL OF MINUTES**

1. March 2, 2021 Workshop Meeting Minutes

A motion was made by Councilman Adkins, seconded by Councilman Kerrigan, to approve the March 2, 2021 Workshop Meeting Minutes. All approved by voice vote.

#### **REPORTS**

2. Fire, Codes and IT Report

Chief Chuck Walker stated he has several things on the agenda between flooding and a brush fire on the game reserve. Codes is staying busy and he doesn't have an IT report, but he will get it by next week. Councilman Jackson questioned if the IT person is doing a good job. Chief responded he has had his hands full and there has been a lot going on there, but he is doing a good job for us.

3. Police Department

Chief Kenny Ray stated they have been busy and had nearly a thousand (1,000) calls last month. Further, the drug arrests are up one hundred and ten percent (110%) since last year.

4. Court Department

Ms. Anita Justice-Kokoski stated she doesn't have anything to report. Councilman Adkins questioned when court is resuming. Ms. Justice-Kokoski responded it started last week at Sycamore Square Conference room, but we can't take payments there because of the firewalls and it not being a city building. Vice Mayor Anderson questioned using this building. Ms. Womack responded it is being used during the day.

5. Senior Center

Ms. Melissa Womack stated everything is going well. They had two vaccine clinics last month and there are two scheduled this month for the second shots. Attendance is inching back up a little at a time. Councilman Jackson questioned what the building is used for now. Ms. Womack responded the looming class, lunch and learns, several vendors have sponsored several things for us too. She further stated they sign up for programs as they are only allowed to have forty (40) people sign up. They also have exercise classes. Councilman Jackson stated if the county would let them use the county building for this sort of thing for the time being that would be beneficial. Vice Mayor Anderson questioned the number of days a month they have court. Ms.

Justice responded it is every Thursday right now, but will go back to once a month in November. Ms. Womack stated a lot of the programs have to be locked up due to confidentiality in the files. Further, they utilize the building for different times. Ms. Womack stated we discussed this in the department head meeting and if they wanted to use this building for court they would need to close the center on that day. Ms. Womack stated Thursday is one of the days that funding is based on the exercise classes and they cannot reschedule to another day. Councilman Adkins questioned when programming will be added. Ms. Womack stated all classes are back in session already. Ms. Womack stated there were days they had one person but now there are about fifty to fifty-five a day. Ms. Womack stated they are allowing twenty-four (24) in an exercise class. Vice Mayor questioned the number of sessions on a Thursday. Ms. Womack responded there are two (2) on Thursdays. Councilman Greer questioned what happens on Friday. Ms. Womack stated there are different classes and the exercise leader has another job and works on Fridays. Mayor Allen stated he sees both sides and there is no contract between us and the county concerns him. Ms. Womack stated she offered the space, but they would have to be closed on that day. Mayor Allen stated he like this option and we need to start setting a goal as to how we can change it as a year and a half is too far. Councilman Adkins questioned if anything has come of the Meals of Wheels discussion. Mayor Allen stated he has been in contact with several others and will continue discussions.

6. Parks Department

Mr. Scott Sampson stated the only damage that occurred because of the flooding was at the tennis courts concession building and the water got to some of the paper supplies. He informed council gutters are going to be installed at Fire Station II. playground soon. Further, the lights were delivered last week we just need an electrician to hook them up. He stated the Parks Advisory Board is planning an Earth Day event, with Friends of the Trail and Cheatham County Animal Control. Further, they are planning on planting flowers and a tree. The Board has also planned a Movie in the Park for April 24 and are planning to show Soul. He reported the Triathlon is scheduled for August 29. Chris Kerrigan questioned purchasing the equipment so that we won't have to pay for it each time. Mr. Sampson stated it would cost four thousand dollars (\$4,000) and he ordered it last week.

7. Public Utilities/Works

Mayor stated Clint was in Gainesboro today for a Sewer Treatment Plant meeting. Further, weed control is crazy since the warm weather and rain.

8. Financial Director

Ms. Gayle Bowman was not present.

9. City Recorder

Ms. Kellie Reed stated just so everyone is aware of the payment issues when court is in session, it ties up about four (4) people. There are two (2) on location and two (2) that are taking payments over the phone for credit cards. Receipts are handwritten and then are brought back to the office and keyed in. The officers are doing a great job of making the ladies working court feel secure by walking us to our vehicles and someone is stationed with us during court. The biggest issue is we are in the lobby and the credit card number is being called aloud which makes the credit card holder uncomfortable. She further stated there have been a lot of open record requests lately and that has been taking up quite a bit of time.

## **OLD BUSINESS**

10. Arbor Loop Adjustment

Ms. Reed stated this is the adjustment we discussed at the Budget Committee Meeting and will need to have an official vote next week for the adjustment.

11. Ordinance: Update Title 8 Chapter 1: Alcoholic Beverages

Ms. Reed stated this was deferred from last month and Ms. Noe is currently working on this and should have it ready by the end of the week.

## **NEW BUSINESS**

12. Patchwork Festival Discussion

Mr. Scott Sampson stated Ms. Della Smith is proposing this festival and he and Mayor Allen met with her a month ago to further discuss the festival. She will be present next week to go over the festival.

13. Court Discussion

Vice Mayor Anderson stated he would rather Ms. Gayle Bowman be here for this discussion. Ms. Justice-Kokoski stated that she felt the same. She further handed out a spreadsheet to council she provided last year. Further, the finding in the audit finding she told the auditors the figure would not be accurate because it will need to be done by hand and they are taking payments constantly. The computer will not give a report that gives the account report. She further stated they will need to upgrade to INCODE 10 in order to be able to take online payments and as far as she remembers that is the only thing that was discussed. Ms. Justice-Kokoski stated she thinks we need general sessions court because it brings in a lot of money, but it is up Council. Councilman Kerrigan stated that was his understanding as well. Ms. Reed stated that she believes what Ms. Gayle was saying is that the report can't be printed and be accurate because of the system. Further, the auditor wrote this as a finding rather than allowing time for getting accurate numbers. Vice Mayor Anderson stated that is not the way he took it, but if it is making that much money he thinks we should keep it.

14. Tyler Inventory Control Quote

Ms. Reed stated part of the issue with the audit was issues with inventory and assets as well as the depreciation of such. She further stated this quote is for approval of software to track assets and inventory via a scan system.

15. Lindy Murff Renewal Agreement

Ms. Womack stated this is Ms. Lindy's contract for holding classes and it is the same as it was last year.

16. Contract for Summerfest Band

Mr. Scott Sampson stated this is a band called Buller and Ms. Noe is reviewing. Vice Mayor Anderson stated this is for one thousand one hundred dollars (\$1,100). Mr. Sampson stated this is an 80's rock band.

17. Fire Department Pitney Bowes Agreement

Chief Walker stated this is for a stamp machine since we left City Hall we are requesting one.

18. Contract for Craig Campbell/Summerfest Performer

Mr. Sampson stated this is the second contract for a singer/songwriter of country music. Further he has around one thousand (1,000) followers on Facebook and is a big name.

19. Comcast Agreement: Fire Department

Chief Walker stated for twelve (12) years they had it for free and now that they have digital fiber down Highway 12 they are looking for cable at Fire Station II.

20. Resolution: Initial Resolution authorizing Interim Sewer Treatment Plant Financing

Ms. Reed stated this is the Initial Resolution authorizing interim financing and after passage it will be published in the paper. Further, this agreement must be passed first and cannot be passed in connection with the next agreement.

21. Resolution: Authorizing loan and loan agreement for Sewer Treatment Plant Interim Financing

Ms. Reed stated this authorizes the loan agreement for the interim financing.

22. Resolution: Assistance to Firefighters Grants - Fire Department

Chief Walker stated there is a couple of grants on the agenda and he would just like to go through the grants they are applying for half a million dollars (\$500,000) for a two-ton type engine and is a five percent (5%) grant. If awarded you can choose if you want to accept this or turn it down.

23. Resolution: SAFER Grants - Fire Department

Chief Walker stated there are two SAFER grants: one for hiring in the amount of four hundred eighty six thousand (\$486,000) and one for recruitment and retention in the amount of five hundred and thirty thousand (\$530,000) and the city's portion will be one hundred and thirty two thousand (\$132,000).

24. Ordinance: Budget Amendment

Ms. Reed stated this is the final budget amendment for the fiscal year. Further, this will be for staffing for the fire during COVID, the fire truck payments that were left out of the budget mistakenly, and also the traffic signal may need to be added to this depending on the timeline for that.

### **SURPLUS PROPERTY NOMINATIONS**

25. Body Armor: 30 Bullet Proof Vests

Chief Ray stated they are expired bullet proof vests and we will be placing these on gov deals to see what we get out of them.

26. Surplus: Forklift

Vice Mayor Anderson stated the one Clint has on here is the old yellow forklift that came with the building and is really old.

### **EXPENDITURE REQUESTS**

27. Metal Pole Barn Structure Bid

Chief Walker stated we are opening bids for that on Friday and we will have bids for you next Tuesday.

28. Request to Bid: Traffic Signal for Hampton Inn Development

Ms. Reed stated essentially the City would bid it out and this would be to add a traffic light on the one side for the new traffic light at Hampton Inn. Further, Mr. Patel will reimburse the City the cost of the traffic light. Councilman Adkins questioned if they have an update of when they might be opening. Mr. Patel stated they are projected to open in July.

### **OTHER**

**Caldwell Park Property** - Mayor stated there is a petition going around not wanting the city to sale it. Mayor stated Andy Hobbs has expressed interest to purchase it and build a home. Chief Walker stated he doesn't believe it would be eligible to be rezoned. Councilman Adkins questioned how we can track the use of this park. Councilman Greer questioned what can be done with that property. Several people commented it could be a residential home. Mayor stated if Council does want to sell it, they need to come up with a price to put on it.

Josh Wright talked to the Parks Advisory Board about a master plan for the county

property. Councilman Adkins questioned if they asked about Caldwell Park. Mr. Sampson stated they want to see the money used toward the master plan for the park.

Ms. Womack stated on Arbor Day they are going to plant a tree for in memory of everyone that was lost during COVID. Further, the garden club is sponsoring a blue star marker for the Veterans Memorial Park. Further, they are going to get help from the club for landscaping at the park. On May 15 they will be doing a dedication of park and on July 17 they will unveil new marker.

### **ADJOURNMENT**

A motion was made by Councilman Smith, seconded by Vice Mayor Anderson, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:11 p.m.

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MAYOR STEVE ALLEN

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CITY RECORDER KELLIE REED, CMFO, CMC