



TOWN OF ASHLAND CITY Budget Meeting September 15, 2020 6:00 PM Minutes

CALL TO ORDER

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

ROLL CALL

PRESENT

Chairman Mayor Steve Allen
Vice Chairman Roger Jackson
Committee Member Tim Adkins
Committee Member Daniel Anderson
Committee Member Gerald Greer
Committee Member Chris Kerrigan

APPROVAL OF AGENDA

A motion was made by Committee Member Anderson, seconded by Vice Chairman Jackson, to approve the agenda. All approved by voice vote.

APPROVAL OF MINUTES

1. July 21, 2020 Budget Meeting Minutes

A motion was made by Committee Member Anderson, seconded by Committee Member Kerrigan, to approve the July 21, 2020 Budget Meeting Minutes. All approved by voice vote.

OLD BUSINESS:

2. Veteran's Memorial Discussion
Ms. Gayle Bowman discussed charitable donations and the appropriate route to take to make a donation to a 501C3. She further discussed documentation required.
3. Mayor's Assistant/HR Position Discussion
Ms. Bowman presented a job description consisting of proposed tasks and discussed the potential position. After much discussion the committee asked for this to be considered for the 2021-2022 budget year.
4. Water Budget Changes and Approval
Ms. Bowman explained the issue with the approved 2020-2021 fiscal year budget. She further explained how this can be corrected with a budget amendment. The committee agreed to add the budget amendment to the budget amendment.

NEW BUSINESS:

5. TCRS Project
Ms. Bowman explained employee wages were reported incorrectly to TCRS for several years due to the software reporting wages after taxes. This issue was corrected when the software was changed; however, wages will need to be corrected and any differences the city will be responsible for. Ms. Reed stated they have discussed the issue with MTAS as well and this is not the first occurrence of this issue. Further, once reporting is completed TCRS will likely do an audit. Both Ms. Bowman and Ms. Reed explained this will be a huge undertaking to pull all the payroll records from storage and manually enter the information. Ms. Bowman stated she will report the modifications to council and she presented projections.
6. Resolution: TCRS Former Employee Buy Back Plan
Ms. Bowman and Ms. Reed explained the probationary waiting period to participate in the TCRS program. They further discussed both current and prior employees can buy back their

probationary period; however, the city would be responsible for the employer match portion. In addition, a former employee requested this be presented at a council meeting and this discussion will be on the next Workshop agenda for further discussion.

7. Resolution: TCRS Reduction in Probationary Period

Ms. Bowman explained she discussed this with TCRS and by reducing the probationary period the employees wages are reported immediately and the deductions are taken out immediately when an employee is hired. This will help prevent future issues. After some discussion Ms. Reed stated this will be on the workshop agenda for further discussion.

OTHER.

None.

ADJOURNMENT

A motion was made by Committee Member Anderson, seconded by Committee Member Kerrigan, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 6:56 p.m.

MAYOR STEVE ALLEN

CITY RECORDER KELLIE REED, CMFO, CMC