

TOWN OF ASHLAND CITY WORKSHOP MEETING MINUTES

September 4, 2018

6:00 PM at Ashland City Municipal Building
101 Court Street, Ashland City, Tennessee

CALL TO ORDER at 6:00 PM by Mayor Johnson.

ROLL CALL

Present: Mayor Richard Johnson, Ms. Lisa Walker, Mr. Roger Jackson, Mr. Daniel Anderson, Vice Mayor Steve Allen and Chris Kerrigan

Absent: Mr. Tim Adkins

CONSIDERATION OF AGENDA

A motion made by Mr. Daniel Anderson, seconded by Vice Mayor Steve Allen to approve the September agenda as typed. Motion passed unanimously by voice vote.

CONSIDERATION OF MINUTES

A motion made by Vice Mayor Steve Allen, seconded by Mr. Daniel Anderson to approve the August minutes as typed. Motion passed unanimously by voice vote.

REPORTS

A. Department Heads.

- a. **Fire, Codes and Life Safety Department.** Chief Walker stated they are busy. He stated the trail bridges will be set a week from tomorrow. Due to holiday, the Planning Commission meeting has been rescheduled until tomorrow night. Mr. Anderson questioned the apartments across from Gateway Church. Chief Walker stated property went through a foreclosure, so there are issues with the title but they should be pulling permits soon. Mr. Roger Jackson questioned if there is a tree ordinance stating do not cut trees and asked Ms. Kellie Reed to research it.
- b. **Police Department.** Chief Coulon stated the 2 officers have 4 weeks left of training. He stated things are running smoothly.
- c. **Court Department.** Ms. Anita Justice stated she had nothing to report it is just business as usual.
- d. **Senior Center.** Ms. Melissa Womack informed of Senior Service Day tomorrow from 9 am to 2 pm at Riverbluff Park. She stated she is expecting 200 to 250 seniors and 34 vendors. She reminded everyone of Dory in the Park on Friday night and informed the event committee met today to discuss movie and Music on Main event on October 13, 2018.
- e. **Water and Streets Department.** Mr. Clint Biggers stated they are installing water and sewer to 18 lots on Skyview Drive and currently about half are done. He informed the decorative light has been ordered, insurance is paying for it and they will install in front of Danny Holders. He also reported they are currently working to repair potholes.
- f. **Mayor's Assistant** – Ms. Sandy Cannon informed of Farmers Market hour changes, 3:30 to 6:30 pm and market will close on October 6. She is also waiting on the release of the engineer grant from TDOT. She informed hiring the new parks director and that parade information will be out in the next few weeks.
- g. **Recorder** – Ms. Reed stated they have been busy with new water services. She stated playing catch up from employees out sick and on vacation.

OLD BUSINESS

- A. **Comcast Franchise Agreement-** Ms. Reed stated still waiting on Charter, defer until next month.
- B. **Ordinance: Amend Title 13, Chapter 1: 13-104** – Chief Walker stated this is the 2nd reading for the tires ordinance. Mr. Mayor Johnson questioned if all tire businesses notified. Chief Walker replied all 3.

NEW BUSINESS

- A. **USP Technologies Renewal Contract - Wastewater.** Mr. Biggers stated this is to keep up with

chemicals and price. Ms. Lisa Walker questioned a contact name. Mr. Mayor stated yes we have a contact person.

- B. **iWorQ Contract – Water Department.** Mr. Biggers informed this is a program to keep up with backflows. Further, it will piggyback off of the codes software contract. Chief Walker stated the software is used for zoning and has been great.
- C. **Tip 411 Contract – Police Department.** Chief Coulon stated this will help the city to be more engaged with the community and every department can use it.
- D. **Wine Application.** Ms. Reed stated this is so Circle K can sell wine.
- E. **Resolution: TML “Driver Safety” Matching Grant.** Ms. Reed stated this is the authorization to apply for TML grant. She stated this is a 50/50 grant for the installation of the GPS system. She stated the full cost amount was in the budget and paid, this will recoup some of the expense. Mr. Daniel Anderson questioned how much was the cost. Ms. Reed stated the allocated funds approved in May, they are currently installing now.
- F. **Resolution: TML Grant Scholarship TN Prima.** Ms. Reed stated this is a TML grant to pay for a Risk Management Conference up to \$650.

SURPLUS PROPERTY NOMINATIONS

None.

OTHER BUSINESS

- A. **Training Tower.** Chief Walker stated they are scheduling a ribbon cutting and open house soon. He stated there should be lights in the next 3 to 4 weeks. Chief Walker expressed appreciation for everything council and other departments did to help.
- B. **Budget Meeting.** Mr. Mayor instructed council that he would be on vacation next week during the regular council meeting. He informed council of the need for a budget meeting on September 18, 2018 to discuss ADA, Engineer and Water Waste Water.
- C. **Parks Director.** Mr. Roger Jackson questioned if the new director’s pay was as much as the past director. Mr. Mayor stated about ½ way, where he should be.
- D. **IT Issues.** Ms. Walker questioned issues with emails and stated she had trouble with an email that had no attachment. Mr. Jackson stated he received an email from Ms. Sandy Cannon that was a virus. Chief Walker stated IT met last week and is working on a temporary fix to the email problem while gathering prices to change to the cloud. He also stated size limitations prevent some emails from going through. Chief Walker stated there would be another IT meeting after the department head meeting next Tuesday.

ADJOURNMENT

A motion made by Ms. Walker, seconded by Mr. Anderson to adjourn. Motion passed unanimously by voice vote. Meeting adjourned at 6:18 p.m.


RICHARD JOHNSON, MAYOR


KELLIE REED, CITY RECORDER