

Minutes: City Council Meeting
January 9, 2020
6:00 PM

The Elkton City Council met in regular session on Thursday, January 9, 2020 at 6:00 PM with Mayor Arthur Green presiding.

City Council members present: Michael Case; Doug Gibson; Danny Laster; Frank McReynolds; George Orr; and, David Powell.

Others present: Laura Brock, City Clerk/Treasurer; Jeffrey Traughber, Attorney; Police Chief Robert Toombs; Cody Napier, Chris Foster and Byron Johnson of Road Builders LLC; Rodney Seay; and, Doug Meadows.

Mayor Green called the meeting to order at 6:00 pm and led the Pledge of Allegiance. Mr. Doug Gibson gave invocation.

After reviewing the December 9, 2019 regular council meeting minutes, McReynolds motioned to approve, seconded by Orr, and carried unanimously.

Mayor Green called for approval of the bills payable and financial reports and any comments from Clerk Brock. Brock reported a change to the Budget vs. Actual Comparison report that now includes the percentage of actual vs. budget to date in order to give a better picture of how incomes and expenses are compared to budget. There was no further discussion, therefore Laster motioned to approve the bills payable and financial reports, seconded by Powell, and carried unanimously.

There were no public comments.

Mayor Green informed the council the city has received the executed contract from the Kentucky Transportation Cabinet for asphalt surfacing in the amount of \$199,200. The city accepted bids for this work and reported them to the council at the November 12, 2019 meeting with Road Builders being the lowest bid at \$120,900.00. Mayor Green presented a letter from Scotty's Contracting and Stone, who was the second bidder at \$134,500.00, which reminded the council they could "accept any bid." However, Mayor Green stated that while Road Builders has not previously done any work for the city he has checked references and it was reported they do good work; therefore he stated there is no reason to not accept the low bid and then recommended awarding the bid to low bidder Road Builders LLC. Green also stated the city may or may not be able to use the excess funds awarded for paving other city streets. Case motioned to accept the bid of Road Builders LLC for the asphalt surfacing project, seconded by Powell, and carried unanimously.

The Todd County Chamber of Commerce was not present to give their presentation, so this will be tabled to the next meeting.

Attorney Jeff Traughber reported the real estate of Refine Tile was sold for \$1.3 million and other personal properties sold for around \$85,000. The lender purchased the real estate but may be negotiating with another company to purchase and locate in the building. The city should receive approximately \$146,866 for unpaid payroll taxes for the years 2017-2019 and about \$4,630 for unpaid property taxes. Mayor Green stated he believes someone will purchase the building and locate jobs in the facility and there may be future discussions about incentives to promote new jobs.

Clerk Brock read second reading of Ordinance 2019-17, "ORDINANCE ADOPTING COMPENSATION PLAN AND PAY SCALE" sponsored by council member Orr. McReynolds motioned to adopt after second reading, seconded by Orr, and carried unanimously by show of hands.

Powell motioned to read the Summary of Ordinance 2020-01 in lieu of the full ordinance, seconded by Laster, and carried unanimously by show of hands. Mayor Green explained this ordinance will add three

citizen members to the Elkton Planning Commission, increasing the total number of city appointees from five to eight. (One member is also appointed by the Todd County Judge/Executive for a total of nine members.) Clerk Brock read first reading of Summary of Ordinance 2020-01, “AN ORDINANCE AMENDING THE TEXT OF CHAPTER 152 (PLANNING) OF THE CITY OF ELKTON CODE OF ORDINANCES.”

“AN ORDINANCE CLOSING A 0.113 ACRE SECTION OF UNIMPROVED ALLEY RUNNING EAST FROM KY HIGHWAY #181” was on the agenda but Mayor Green stated it would be tabled for further clarification.

Municipal Order 2020-01, “MUNICIPAL ORDER RE-APPOINTING DEBBIE LASTER TO THE PLANNING COMMISSION,” for another four-year term was presented to the council. Case motioned to approve, seconded by Orr, and carried unanimously by show of hands.

Municipal Order 2020-02, “MUNICIPAL ORDER APPOINTING RODNEY SEAY TO THE PLANNING COMMISSION,” to a four-year term was presented to the council. Case motioned to approve, seconded by Orr, and carried unanimously by show of hands. Mayor Green stated this term is appointed due to the expired term of Bryan Blount, who did not want to agree to another four-year term.

Mayor Green reported the city’s residential garbage disposal contract with Waste Management expires June 30, 2020. He stated it has been many years since the city bid this service and he recommends the city advertise and bid this service out. After some discussion, Orr motioned to bid out the garbage contract, seconded by Case and carried unanimously. Case reported the Health Department provides a recycling bin for city and county residents to use and it seems to be full every time he uses it. So, Case recommended the city look into providing additional similar recycling service. Mayor reported the Health Department in the last few days had to discontinue this service because while it was once free the city of Hopkinsville informed them they would have to start charging a fee for each time they dump the container. Mayor stated the county is responsible for recycling and is looking into the issue. It was discussed potentially including options for recycling and commercial garbage service in our bid specifications.

Resolution 2020-01, “A RESOLUTION APPROVING AND AUTHORIZING AN ASSISTANCE AGREEMENT BETWEEN THE CITY OF ELKTON, KENTUCKY AND THE KENTUCKY INFRASTRUCTURE AUTHORITY TO PROVIDE UP TO \$3,434,451 OF LOAN FUNDS FOR PROJECT NUMBER A19-001” was presented to the council for the KIA loan for the Sewer Rehabilitation and Improvement Project. Laster motioned to approve, seconded by Powell, and carried unanimously. Mayor Green reported construction for this project should begin at the end of the month. Green passed out a handout regarding the chemical “styrene” that will be used to “cure in place pipe” in the sewer lines. This product will have a plastic smell when being used and the handout gives instructions on how to reduce the smell. Also, the council received a copy of the door hanger Robinson Pipe Cleaning Company will use to inform residents when they will be working in their area.

Mayor Green reported we have not received any information yet on the utility rate study being performed by GRW.

Mayor Green recognized the Elkton Volunteer Fire Department for their training efforts. They recently completed state required training with 19 members being certified. The department has 2 members that have been placed on probation for not obtaining enough hours. The state requires that at least 50% of members maintain certification and the Elkton department has 93% certification rate.

Mayor Green reported he met with Utility/Street Department employees regarding a review of his proposed reorganization authorized by the council several months ago. As a result of the meeting, it was determined that a Public Works Director to supervise the department should be named. Other sub-departments and responsibilities were reorganized a little. Mayor Green explained in the proposed Ordinance to be presented later tonight, he is recommending changes to the pay scale to include an increase in pay grades for Maintenance Workers in the newly titled Public Works Department as incentive to obtain approved water and sewer state licenses. Also, the Police Chief and Public Works Director grade is proposed to be changed

to Grade 27 from Grade 29 because these positions are now non-exempt from overtime rather than salaried. Finally, Assistant City Clerk's that receive certification as a Kentucky Municipal Clerk can move from Grade 16 to Grade 18. We currently have two Maintenance Workers that have enough experience to now apply for water and sewer licenses. Mayor Green stated all workers were agreeable to the proposed changes. Mayor stated he will be recommending Chris Orr be promoted to Public Works Director with his salary to be reviewed based on experience. Clerk Brock state all proposed pay increases would fall within the current budget for salaries. After discussion, Clerk Brock read first reading of Ordinance 2020-02, "ORDINANCE ADOPTING COMPENSATION PLAN AND PAY SCALE."

DEPARTMENT REPORTS

Police Chief Toombs reported 284 calls in December with 6 being alcohol related calls. He reported he met with State Police Post II Commander today who stated he would like more state police presence in Todd County. Case stated it seems the city and Sherriff are working more together and Mayor Green stated he has received compliments on both departments working together more.

Mayor Green reported the Water Improvement Project is complete and awaiting final inspection by the state, which is scheduled for Friday. Once the inspection is complete, final loan funding will be reimbursed to the city.

Mayor Green also reported the utility department has been meeting about upgrading water meters and meter reading software. He and staff have been studying different brands of meters and the different ways to read the meter, including drive by read like we currently have or cellular read meters. Cellular read meters would be read on a daily basis and would help identify leaks quicker and allow customers to monitor their water usage on a smart phone app. Money is in the budget to upgrade current meter reading software as required by the company, but a different type of meter being purchased is being studied. A decision should be made in the next few weeks.

Clerk Brock reported that she and the mayor have met with four technology companies and received three proposals to upgrade network cabling and computers in City Hall and the Police Department. Technology services should be considered a professional service because they are hard to write specifications for bidding. Cabling City Hall and the Police Department is in this year's budget at estimated cost of \$11,000 and we received the lowest bid from Copperband Technologies at \$3,000. New computers and server for City Hall and Police is also in the budget at an estimated cost of \$23,000. Copperband proposed the city purchase a new server now and evaluate all workstation computers and get them on a replacement plan where we purchase 2 or 3 computers every year instead of all at the same time. Copperband also proposed a flat monthly fee for monthly support to include computer and network support and a new "Voice Over Internet Protocol" phone system included in the cost. New phone system was planned for next year, but with this proposal we can upgrade phones basically within the current budget. Mayor Green also stated all city computers are running Windows 7 and will need to be upgraded to Windows 10 in the next few weeks and the city will apply for HES fiber internet service to improve speed and phone service.

CITY COUNCIL CONCERNS

McReynolds asked is an audit report is due. Clerk Brock stated the audit report for FYE June 30, 2019 should be presented at the next meeting.

Laster reported he talked with those running fiber internet and they are about finished running lines throughout the town.

Laster also asked about Elkton Bicentennial Celebration events and how the council can help. Mayor Green reported two upcoming events on "Zip Code Day" to be held on 4-22-20 and our official birthday celebration on May 8, 2020, which coincides with the date Elkton was officially designated the county seat of the newly created Todd County. Zip Code Day will feature Elkton postcards that can be taken to the Post Office to be marked with a special bicentennial stamp. The city is working with the Post Office to also have cake and ice cream. Details of the birthday celebration will be announced soon but may include block party

on the Square with music and dancing. We are working on historical facts to post on the city's website and Facebook page, a community choir concert in June, "Square Dancing," circus and more. We will be looking for sponsors for the bicentennial events. There will be a special monument installed on the Square at no cost to the city and there are plans for an addition to the Veteran's Memorial honoring Todd Countians that lost their lives in war. Also, the county has asked to join the city in planning their bicentennial events as well. A list of dates for bicentennial events will be presented at the next meeting.

MAYOR'S REPORT

Four trees were removed in the cemetery and one was removed from the city-county park. A work order has been issued to clean the leaves up in the cemetery. Several projects needed in the future in the cemetery will be cleaning monuments, removing tree stumps, and improving the cemetery section marker signs.

The deadline to file as a candidate to run for city council is June 2, 2020.

Kentucky League of Cities Night, West Kentucky Day, and Area Development District meetings in Frankfort will be February 12-13, 2020 and the Mayor will be attending. This conflicts with the next city council meeting. It was the consensus to still hold the regular meeting with Michael Case presiding in absence of the Mayor.

Mayor Green requested a special council meeting be held Monday, January 13, 2020 at 5:00 pm in order to have second reading of ordinances and make appointments to the Planning Commission. Orr motioned to approve the special meeting, seconded by Laster, and carried unanimously.

Laster motioned to adjourn, seconded by Orr, and carried unanimously. Meeting adjourned at 7:23 pm.

Arthur Green, Mayor

Laura M. Brock, City Clerk/Treasurer