

Minutes: City Council Special Meeting
September 10, 2020
6:00 PM

The Elkton City Council met in special session on Thursday, September 10, 2020 at 6:00 PM with Mayor Arthur Green presiding. Due to the current state of emergency regarding threats to public health presented by the novel coronavirus, this meeting of the Elkton City Council was conducted on the regular meeting date as a special meeting due to change in location to the Historic 1835 Courthouse Welcome Center, 1 Public Square, Elkton, Kentucky to maintain social distancing guidelines.

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

Others present: Jeffrey Traughber, legal counsel; Laura Brock, City Clerk/Treasurer; Robert Toombs, Police Chief; and, Derrell Waggoner, Fire Chief.

Mayor Green called the meeting to order at 6:00 pm. Case led the Pledge of Allegiance and Laster led invocation.

After review, Case motioned to approve the minutes of the August 13, 2020 special city council meeting, seconded by McReynolds, and carried unanimously.

After review, Laster motioned to approve the bills payable and financial reports, seconded by Orr, and carried unanimously.

There were no public comments.

Resolution 2020-11, "RESOLUTION DESIGNATING SEPTEMBER 2020 AS CITY GOVERNMENT MONTH" was presented to the council. Case motioned to approve Resolution 2020-11, seconded by Orr, and carried unanimously. Mayor Green stated the Kentucky League of Cities has sample lessons on city government on their website.

Clerk Brock presented the 2020 property tax rate calculations. After reviewing the rates, Case motioned to keep the real property tax rate the same as last year at \$.249 per \$100 of assessment, seconded by Orr, and carried unanimously. Brock stated a notice and public hearing will need to be held. Mayor Green suggested scheduling the hearing for just prior to the next city council meeting in October.

Mayor Green stated he would like to hold a special council meeting on Tuesday, September 22, 2020 at 5:30 pm in order to hear a recommendation from the Planning Commission and any other items that might come up. There were no objections.

Mayor Green presented a draft of the timber sales specifications from City Lake prepared by Land and Timber Realty. Bid terms were discussed and Case pointed out there are several local loggers that need to be made aware of this project. Mayor Green stated he will make sure an ad appears in the local paper and that local loggers are notified.

Mayor Green updated the council on the \$20,000 of COVID Business Relief Grants the city council approved using the city's CARES funding. 22 businesses were notified and 14 responded with \$12,211.55 in funding approved. Mayor Green asked the council to consider using the remaining \$7,788.45 for a COVID Utility Hardship Grant. Mayor Green passed out proposed guidelines that include any Elkton Utilities customers that are three or more months delinquent as of today. Each person could receive up to \$400.00 and the check would be written directly to Elkton Utilities. Currently, the city has about 28 customers that are at least four months delinquent with a balance of

about \$10,583. After discussion, Laster motioned to approve the COVID Utility Hardship grant program up to \$7,788.45, seconded by Orr, and carried unanimously.

City Clerk/Treasurer Brock updated the council on the USDA sewer bonds that were approved for refinancing through the Kentucky League of Cities. The original bonds were issued in 2007 for a sewer plant upgrade with a current principal balance of \$298,500 and scheduled to be paid off in January 2047. In June, KLC issued new bonds to pay off the USDA bonds and the city will now save about \$35,000 in interest over the next 25 years and the bonds will be paid off in October 2045.

DEPARTMENT REPORTS

Fire Department

- Fire Chief Derrell Waggoner stated several volunteers received a Elkton Fire Membership letter and asked if they still receive their membership free. Clerk Brock stated the city council did approve when the memberships were established that all Elkton volunteer firemen would get their membership free.

Police Department

- Chief Toombs reported 513 calls for service last month with 4 being alcohol related.
- Chief Toombs and Mayor Green reported the officer hired as School Resource Officer through the COPS grant is not going to the schools at this time since there are no in person classes yet due to COVID-19. Toombs stated he is using this officer in the city and therefore is not hiring an additional officer until the SRO starts working in the school.

Public Works

- Mayor Green reported that 968 new water meters have been ordered. Of those, 296 were cellular read and 672 radio read. Therefore, about a third of our customers chose the cellular read option. The new meters might be in by the end of October or November. Staff will then receive training on new software. The department hopes to have all the meters installed and software working by January.
- Mayor Green reported Phase I of the sewer improvements project is complete except for punch list items. A public hearing was held today for Phase II, sewer force main from the high school lift station to the sewer treatment plant. Once Phase II is bid around October, the final Phase III, sewer treatment plant improvements, will be bid and will include add-ons to make use of all available funds once Phase II is completed.

CITY COUNCIL CONCERNS

Gibson reported citizens on E McReynolds Drive have requested speed limit signs. Chief Toombs stated they would also patrol the area.

Case asked for an update on Imagination Library and the potential closing of Commerce Street. Mayor Green reported the School Board has submitted the Postal Service permit application required by Imagination Library. Therefore, we are currently awaiting approval from the Post Office before submitting the application to start the program in Elkton. Traughber reported he has spoken to the property owner on Commerce Street that must approve of the street closure. He is considering the request and Traughber will follow up.

McReynolds asked Clerk Brock if the ABC Regulatory fee is bringing in as much revenue as expected. She stated about \$48,000 is expected for the year and it seems to be at least on track or may exceed expectations.

MAYOR'S REPORT

Mayor Green reported he has requested spraying of mosquitos and we are on the list with the state

to get this done.

Mayor Green reminded the council the city was awarded about \$199,000 in state transportation funds for paving certain city streets. This project came in under budget, so the Mayor asked permission to use the remaining funds on resurfacing other city streets. He received notice from the Regional Field Representative that this request was denied.

There were complaints during the most recent heavy rain regarding flooding issues on Pond River Road. Mayor Green looked at the area during the rains and stated the water is coming from the field behind all the houses. He contacted Nick Christian with Natural Resources Conservation Services, who will investigate what can be done in the area.

Mayor Green reported he presented some proposed amendments to the zoning ordinance to the Planning Commission. One council member has volunteered to serve on a committee to review the zoning ordinance, but if anyone else has recommendations or issued they are encouraged to let the Mayor know.

Mayor Green is getting a proposal to install a payment tube bin to inside City Hall so that customers can drive up to the bin and submit their payment. It would help reduce contact during the current COVID-19 virus pandemic and in the future assisting customers that would not have to get out of their car to submit payment.

Mayor Green and city maintenance staff met with Scotty's Contracting at city lake. Scotty's is preparing a cost estimate to breach the dam.

The Safety Committee for the city meets on a quarterly basis and reviews insurance claims and discusses safety issues. Mayor reported safety improvements are discussed and implemented to promote safety, but it also helps the city save money on our insurance.

The 400 Mile Sale, usually held in June, was postponed until October due to COVID-19. The city is once again hosting Yard Sale Days in the city but is also encouraging food trucks to setup in various locations in the city during the sale starting October 1st through October 4th.

Mayor Green reported he is receiving questions if Halloween trick-or-treating has been cancelled due to COVID-19. He stated this is a personal choice for each household to participate in so the city is not cancelling trick-or-treating.

Mayor Green reported the city would be having a Christmas Parade this year. The parade may have to be adjusted due to the virus pandemic, but plans are currently to have the parade unless things change regarding the pandemic.

Mayor, council, and other groups in the city are receiving complaints about the dilapidated property located at 528 N Main Street. Code Enforcement will be meeting later this month regarding the third violation of dilapidated structures on this property. Once a final order is issued by the Board, Traughber can take the property to court. Traughber suggested waiting until the fourth violation until proceeding with foreclosure. Case asked what the plan would be if the city takes ownership of the property. Mayor stated the house would have to be torn down and then probably sell the lot.

Brock reported she is applying for a Kentucky Libraries and archives grant to microfilm all city council meeting minutes and to purchase two fire rated filing cabinets.

Laster motioned to adjourn, seconded by Orr, and carried unanimously. Meeting adjourned at 7:22 pm.

Arthur Green, Mayor

Laura M. Brock, City Clerk/Treasurer