

Minutes: City Council Meeting
April 8, 2021
6:00 PM

The Elkton City Council met in regular session at Elkton City Hall, 71 Public Square, on Thursday, April 8, 2021 at 6:00 PM with Mayor Arthur Green presiding.

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

Others present: Jeff Traughber, legal counsel; Laura Brock, City Clerk/Treasurer; Robert Toombs, Chief of Police; Derrell Waggoner, Fire Chief; Watson Ricchuite, Ricchuite Enterprises; and Yvonne Rundall.

Mayor Green called the meeting to order at 6:00 pm. Council member Powell led the Pledge of Allegiance and McReynolds led invocation.

After review, Gibson motioned to approve the minutes of the March 11, 2021 city council meeting, seconded by Case, and carried unanimously.

Mayor Green called for discussion of the bills payable and financial reports. Clerk Brock may start giving a budget update report every quarter starting with the next special meeting to discuss the budget. Brock updated the council on the Libraries and Archives grant project reporting that the city has received the two fireproof file cabinets and the minute books have been scanned. The next step will be the state approving the scans and microfilm of the minutes and then copies of each will be sent to the city. After discussion, McReynolds motioned to approve the bills payable and financial reports, seconded by Orr, and carried unanimously.

PUBLIC COMMENTS:

- There were no public comments.

DISCUSSION ITEMS

Mayor Green reported Jeff Traughber is still working with the county to move forward with a residential building inspection program.

Mayor Green clarified to the council that any change to the Mayor or Council member base salaries for the next term of office need to be made by May of next year. If no changes are recommended, then no action needs to be taken. Gibson requested the item remain on the agenda for discussion.

Traughber has prepared all documents needed to begin closing B White Road. The first step is to annex B White Road and Beckham Road, which requires the city and county enter into an agreement for consent to annex. Mayor Green further explained the process to close B White Road once the consent agreement is approved. After discussion, Case motioned to approve entering into the consent to annex agreement with the county, seconded by Orr, and carried unanimously. The agreement will now be presented to the county for approval. Once approved by the county, an ordinance annexing the roads will be presented to the city council.

Mayor Green stated there will be a recommendation proposed at the next meeting for the cost of credit card processing fees.

Mayor Green requested anyone who has a recommendation for a project to be included in next year's FY2022 budget proposal to please let Clerk Brock or he know. We will plan to have a special

meeting at the end of April or May to discuss the budget proposal. He stated he will be recommending the city hire an additional full-time utility maintenance worker to begin training them before potential retirements in the department. He would also like to see the city hire two high school co-op students that would be hired at minimum wage.

Mayor Green reported Traugher is drafting an ordinance to require only using the city's authorized grave digger for opening and closing graves in city owned cemeteries.

ACTION ITEMS

Mayor Green presented a proposal from Rick Harper, Bell Engineering, to perform field research, discuss findings, and prepare recommendations for flooding around West Main Street at a cost not to exceed \$9,500.00. Harper will present a preliminary report at the next council meeting and then within 90 days present his findings and recommendation. Case motioned to accept the proposal, seconded by Powell, and carried unanimously. Mayor Green stated he has spoken with several other citizens about flooding issues in the city. He will be meeting with the Kentucky Transportation Cabinet District Engineer tomorrow to discuss various flooding issues. Ms. Rundall thanked the council and left the meeting.

BID OPENINGS

Bids for Cemetery Maintenance Contract were received on March 18, 2021: Ricchuite Enterprises, \$38,900.00; and, J Johnson Lawn Service, \$30,000.00. Mayor Green reported on the experience and equipment that would be used by J Johnson Lawn Service. Gibson motioned to accept the bid of Ricchuite Enterprises, seconded by Laster. Voting in favor of the motion were Powell, Gibson, Laster, and McReynolds. Voting opposed was Case. Orr abstained. Motion carried.

Bids were received for Phase II of the Sewer Improvements Project on April 1, 2021: Bobby Luttrell and Sons LLC, \$870,090.00. Mayor Green stated that the one bid received was under the anticipated budget for this phase of the project. GRW Engineering recommends tentatively awarding the project to Bobby Luttrell and Sons pending state approval as requested in Resolution 2021-02, "TENTATIVE AWARD RESOLUTION." Orr motioned to approve Resolution 2021-02, seconded by Powell, and carried unanimously. Mayor Green stated Phase III of the project should be approved for bidding soon.

ATTORNEY'S REPORT

Traugher reported the city and county received a Judgment for delinquent property taxes on the property located at 106 Duke Street and this property has been turned over to the Master Commissioner for sale.

DEPARTMENT REPORTS

Police Chief Toombs reported 510 calls for service in March with 2 alcohol related incidents. Police Records Clerk Megan Willenborg organized an Easter egg hunt this year where the officers decorated and hid about 200 Easter eggs throughout town for children to find. Some of the eggs had candy or a note to claim a prize at the Police Department. There was such an overwhelming response that several local businesses and individuals donated more eggs and prizes with eventually about 1,000 eggs being hidden in town. It was such a huge success people are already offering their help for next year.

Mayor Green commended city employees and citizens for being civic minded and volunteering their time for community events.

Fire Chief Waggoner reported the department has been helping to clean out drainage tiles on Pond River Road. One of the trucks had mechanical issues while helping this week but they will be back working on the tiles tomorrow. Waggoner thanked the council and left to attend another meeting.

Mayor Green stated Zoning Administrator/Citation Officer Megan Willenborg will attend the next meeting. The city purchased a used Toyota Venza for police and code enforcement at a cost of \$9,600.00. Willenborg reported sending 36 courtesy letters for rubbish and included information about the annual spring cleanup. She reported 18 dilapidated trailers in the city that will receive code enforcement action soon. The apartments on Commerce Street have built an area for residents to keep their trash containers so they are not lining the street and blowing over in the road. Willenborg has approved multiple permits for fences, storage sheds, and other items so far this year.

Green reported water loss is down 9.48% from last month's 45.66% loss. The utility department has fixed one large leak and knows about several others that need to be repaired. Some of the new 1" water meters have been received and will be installed soon. Case asked if the master meter from Logan Todd Regional Water that is used to bill the city for water purchased has been tested for accuracy. Green stated he knows it has been tested but not sure how recent. He will see when it was last tested.

CITY COUNCIL CONCERNS

McReynolds called for clarification that the elk statue was donated to the city due to misinformation that the city was "spending money on a statue." Mayor Green confirmed the statue was donated and the only city expense was installing the lighting and concrete pad for its placement.

McReynolds also reported complaints about upgrades needed in the park. It was confirmed that about \$150,000 was just spent putting new lighting on one ball field. Clerk Brock stated about 10 years ago a grant was received to completely renovate the concession area and restroom facility. Complaints were reported about playground equipment and Brock confirmed she has written several grants for new playground equipment over the years, but those projects were not awarded. She is currently writing another grant to replace lighting on one ball field and for new playground equipment. Mayor Green reported the county just received notice the grant to install soccer fields at the Elkton Die Casting property was awarded. Green also stated that not having inmates last year due to COVID-19 to cleanup the park has hurt the appearance.

Case reported he saw the Logan County inmates out working today and asked if the Todd County inmates would be available soon. Traughber reported that Jailer Penick has submitted a safety plan to the State Justice Department and the Todd County Health Department and must be approved by both agencies before the inmates can get out and work again.

Case also reminded the council the city received an optional bid last year from GFL for recycling in the city. He would like this item to be discussed further at the next meeting. Clerk Brock will also check to see if the program the Health Department was providing through Hopkinsville could be implemented again as another option.

Case stated he reviewed the delinquent property tax list in the Todd County Standard and believes the city should be foreclosing on any property with delinquent property taxes exceeding \$5,000 as it has been doing for code enforcement liens. Traughber clarified he has been taking liberty to foreclose on properties with both city and county delinquent taxes and liens. Traughber would like to research this further and report to the council at the next meeting.

Laster reported complaints about dilapidated trailers in the city and would like to see something done about them. Mayor Green stated Citation Officer Willenborg will be addressing that issue and sending out letters soon.

MAYOR'S REPORT

Mayor Green reported Heather Harrison has been hired as the new Assistant City Clerk in the utility department and will begin work on April 12th.

Mayor Green has appointed a "City Beautification Committee" with Dottie Bell, Paisalie Case, Tiffany Groves, Carolyn Meadows, Shelbie Knuckles, and Andrea Milkowski serving on the committee. The committee met for the first time last week and will look at beautifying the Square and other areas in town with new benches, trash receptacles, decorative banners, flowers, and other ideas they recommend.

Mayor Green reported he has an Administrative Conference call scheduled for April 21st to discuss incidents that occurred three years ago at the sewer treatment plant that could bring potential violations and fines. These issues were addresses and corrected when they occurred, but for some reason have suddenly been turned into the enforcement branch.

DATES TO REMEMBER

Mayor Green reported upcoming events and projects in the city and pointed out that the dates for HarvestFest have been changed to the 4th Saturday in September instead of the 1st Saturday in October so that it will no longer coincide with Fall Break for the school system. The first Elkton Bike Night will be held May 13th and the first Cruise In will be May 22nd.

Laster motioned to adjourn, seconded by Orr, and carried unanimously. Meeting adjourned at 7:14 pm.

Arthur Green, Mayor

Laura M. Brock, City Clerk/Treasurer