

Minutes: City Council Meeting
May 13, 2021
6:00 PM

The Elkton City Council met in regular session at Elkton City Hall, 71 Public Square, on Thursday, May 13, 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. Absent: Danny Laster.

Others present: Jeff Traughber, legal counsel; Laura Brock, City Clerk/Treasurer; Robert Toombs, Chief of Police; Megan Willenborg, Zoning Administrator/Citation Officer; Chaplain Isreal; and Yvonne Rundall.

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

After review, Case motioned to approve the minutes of the April 8, 2021 city council meeting, seconded by Orr, and carried unanimously.

After review, Gibson motioned to approve the minutes of the May 4, 2021 city council special meeting, seconded by Orr, and carried unanimously.

Mayor Green called for discussion of the bills payable and financial reports. Clerk Brock stated there was nothing out of the ordinary to report and called for questions. There were no questions and McReynolds motioned to approve the bills payable and financial reports, second by Orr, and carried unanimously.

PUBLIC COMMENTS:

Chaplain Israel introduced himself as a new resident of Elkton on Beckham Road and offered his help to the community in any way. He stated many of the residents in his neighborhood complain about the speeding cars on his road and suggested the city put up a radar speed sign in his yard.

REPORTS

Rick Harper, Bell Engineering, is still gathering data to prepare reports for the council regarding flooding on West Main Street. He will be at the next meeting to present a report.

Clerk Brock reported the City Beautification Committee has met twice. The Committee agreed to order four new benches and new garbage receptacles. The receptacles have already been received and placed around the Square. The committee also suggested putting flowers and plants around the Welcome to Elkton signs. The city has one local business owner that would like to sponsor one of the signs and purchase and install plants, like an "Adopt a Spot" in the city.

DISCUSSION ITEMS

Mayor Green reported Jeff Traughber is still working with the county to move forward with a residential building inspection program. Traughber reported Fiscal Court will meet tomorrow to consider advertising for a building inspector for the county. This is the first step in implementing a residential building code county wide.

Mayor Green passed around a salary study report from Kentucky League of Cities comparing the salaries of Mayor and legislative bodies in cities the size of Elkton. Mayor stated this is for informational purposes only for the council to consider. Case stated it might be beneficial to break these numbers down even further to

compare with other county seats that may be bigger than Elkton and therefore more similar responsibilities.

Mayor Green met with Judge Todd Mansfield today to discuss many topics, including recycling. Mayor Green reported he discussed with the Judge that Hopkinsville Solid Waste has offered to provide a recycling containers and charge \$100 per haul, with an estimated two hauls per month. This is an additional option to what GFL Environmental provided in their bid last year for weekly garbage pickup. Judge Mansfield is looking into applying for a grant to purchase a recycling container and the Mayor asked the Judge to consider possibly splitting the cost with the city.

ACTION ITEMS

Mayor Green stated he is proposing the city begin charging all customers credit card processing fees on all platforms: in person, over the phone, and online. Clerk Brock reported receiving several quotes from different card processing companies ranging from 2.75-3% processing fee with a minimum of around \$2.00 per payment. The city currently uses the government contract through Ky.gov for online payments. Ky.gov reported that Elkton is the only city among their customers not charging the customer for the processing fee. Brock reported about 18% of all customers paid with credit card in 2019 and about 25% in 2020.

ORDINANCES

Orr motioned to read the Summary of Ordinance 2021-02 in lieu of the full ordinance, seconded by Case, and carried unanimously by show of hands. Clerk Brock read first reading of Ordinance 2021-02, "AN ORDINANCE AMENDING CHAPTER 95 (CEMETERIES) OF THE CITY OF ELKTON, KENTUCKY CODE OF ORDINANCES." This Ordinance requires a representative of Hopkinsville Monument Company dig all graves in the city cemeteries, prohibits scattering of cremation remains, and clarifies what can be buried in one grave site.

Case motioned to read the Summary of Ordinance 2021-03 in lieu of the full ordinance, seconded by Orr, and carried unanimously by show of hands. Clerk Brock read first reading of Ordinance 2021-03, "AN ORDINANCE ANNEXING TO THE CITY OF ELKTON, KENTUCKY AND ACCEPTING AS A DEDICATED PUBLIC RIGHT-OF-WAY FOR PERMANENT USE AND MAINTENANCE BY THE CITY OF THE ELKTON, B WHITE ROAD AND BECKHAM ROAD."

Orr motioned to read the Summary of Ordinance 2021-04 in lieu of the full ordinance, seconded by Powell, and carried unanimously by show of hands. Clerk Brock read first reading of Ordinance 2021-04, "AN ORDINANCE CLOSING A PORTION OF B. WHITE ROAD WEST OF ITS INTERSECTION WITH COMMERCE STREET PURSUANT TO KRS 82.405." Mayor Green reported all adjacent property owners have signed consent agreements to close the road.

Mayor Green reported one change to the FY2021 budget amendment as presented at the last meeting. The city's allotment of the American Recovery Plan funding is now estimated at \$551,457, with half expected to be received in June, or \$275,729. The Mayor reminded the council the city has until the year 2024 to spend or appropriate the funding and until the year 2026 to spend all funds and complete projects. Clerk Brock read first reading of Ordinance 2021-05, "AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR THE CITY OF ELKTON, KENTUCKY FOR THE FISCAL YEAR JULY 1, 2020 THROUGH JUNE 30, 2021."

Mayor Green reported several changes to the FY2022 budget appropriations since proposed at the last meeting. Once again, the city's allotment of the American Recovery Plan second payment expected next spring was updated to \$275,729. Also, the Mayor proposes including \$8,000 in administrative salary expenses for hiring two co-op students. Finally, \$21,000 in water department expenses is included for the purchase of a new correlator to find water leaks. Clerk Brock read first reading of Ordinance 2021-06, "AN ORDINANCE RELATING TO THE ANNUAL BUDGET AND APPROPRIATIONS FOR THE CITY OF ELKTON, KENTUCKY, FOR THE FISCAL YEAR JULY 1, 2021 THROUGH JUNE 30, 2022."

ATTORNEY'S REPORT

Traugher reported the property located at 106 Duke Street was sold at public auction for \$15,000. The city had liens totaling over \$15,000 on the property.

Traugher reported that his office will be moving to Public Square on May 24th.

DEPARTMENT REPORTS

Regarding utilities, Mayor Green reported a hearing regarding sewer plant violations was held with the Division of Water recently and they proposed \$4,000 in fines, but stated it was negotiable. Mayor Green requested the city be allowed to spend \$2,000 planting trees on city property and the DOW stated there must be at least a \$1,000 fine. The Mayor will continue to negotiate. Orr explained the fines are for incidents dating several years back that are already have been or are in the process of being corrected through the Sewer Improvements Project.

Chris Orr thanked the fire department for assisting in cleaning out road tiles on Pond River Road. Also, the maintenance crew has been in the cemetery leveling and seeding graves. The preconstruction meeting for Phase II of the Sewer Improvements Project to install the new force main and repair the main lift station was held today and is expected to begin construction about June 1st with road bores of South Highway 181 and laying pipe on the force main to begin about June 14th. Phase II is expected to be fully completed in November 2021. Phase III is waiting on an updated letter from the Heritage Commission to be approved for bid. The department is still focusing on finding and repairing water leaks. Several water leaks were repaired last month and brought the water loss down from about 45% to 29% this month. The maintenance crew will be assisting DDS Glass Door with lowering their fire protection water line to accommodate new loading docks at their facility.

Mayor Green thanked the Public Works department for their hard work on a successful spring cleanup. Green stated next year the city may do a cleanup every quarter instead on once per year.

Case asked about when the Logan-Todd master meter was last calibrated. Chris Orr stated it is scheduled to be calibrated in June and happens once a year. Orr also reported the city has a meter just behind the Logan-Todd meter and all readings have been matching up.

Police Chief Robert Toombs reported 415 calls for service last month with three alcohol related calls. The department has been busy with extra activities with school events. When school is out, the School Resource Officer will be on patrol for the city.

Willenborg reported on code enforcement and zoning activity over the last several months. She noted the biggest concern right now is properties not being mowed. Willenborg stated one concern is that by the time she sends a courtesy letter and Notice of Violation and gives the property owner 10 days to receive and correct the violation each time, the yard has not been mowed for over 20 days before a citation can be issued. She stated she may begin personally delivering or posting the notices on the property in order to speed up the process. Case proposed changing any ordinance if necessary, to help speed up the process. After discussion, Mayor Green stated the city should review the ordinance before proposing any changes. Willenborg recently issued 3 citations for tall grass and 6 citations for rubbish. She is also focusing on informing the public about house numbering because many properties in the city are not properly numbered and is a safety concern for public safety personnel to be able to find the property. The Code Enforcement Board met last month and issued five final orders to businesses for failure to obtain a business license. Willenborg has been invited to attend Russellville City Beautification Committee meetings to review with them how code enforcement works in Elkton as they seek guidance to start a program in Russellville and complimented on how clean Elkton is. Also, the city of Morgantown is looking to review their Code Enforcement Ordinance and has contacted Willenborg for advice after stating something is working right in Elkton. As for zoning, Willenborg has issued

three permits for carports, two permits for decks, four fence permits and two permits for garages.

CITY COUNCIL CONCERNS

Case asked if the County knows about the GFL Environmental proposal for recycling and Mayor Green stated he has informed them of the proposal. Case also asked again if the salaries of the mayor and Council should be compared to other cities in Kentucky that are also the county seat.

McReynolds asked Mayor Green if the city's population has been updated by the US Census Bureau. Mayor Green stated cities and counties are scheduled to be updated around October this year.

MAYOR'S REPORT

Clerk Brock and Mayor Green met with McGhee Engineering for preliminary discussion about the Goebel Avenue sidewalk and bicycle lane project. They will continue to prepare surveys of the area and hope to have draft plans for the community to review in the fall. Construction of the project is not expected to begin until spring 2022.

The state has approved a transportation project to construct a turn lane into the Middle School. The state is designing the work now with funds allocated for construction in 2022.

Mayor Green met with Todd County Water District to discuss a potential future swap of customers.

The city still has applications submitted to the state Department of Transportation for discretionary funds to pave several city streets. These projects are still being reviewed.

Mayor Green has discussed economic development incentives with ProLand Realty to assist them in completing construction of the final 6 apartment buildings on Commerce Street. Due to COVID-19 and increased cost of supplies, the cost to construct the apartments has greatly increased and ProLand was considering not finishing the project. Mayor Green stated he has discussed rebating 80% of the city property taxes to the developer for 10 years. With the estimated value of the property from the PVA Office once all 10 buildings are completed, Mayor Green estimated the rebate would be about \$9,000 per year. Mayor is also discussing potential rebates with other property owners that may annex into the city for residential development. Mayor Green stated any final rebate agreement would need to be approved by the council and he requested permission to proceed with discussions and all agreed. There was discussion regarding the county providing the same incentive. Traughber stated he is working with the county on similar rebates and investigating more incentives other than property taxes. Clerk Brock stated she knows the city of Owensboro has rebated occupational license taxes as economic development incentives.

DATES TO REMEMBER

Elkton Bike Night starts tonight in Elkton. The first Cruise In on the Square will be held Saturday, May 22nd. The 400 Mile Sale when the city waives yard sale permits will be June 3-6. The July 3rd fireworks sponsored by Knuckles Insurance will be moved to the Square this year with food and other vendors.

Case motioned to adjourn, seconded by Orr, and carried unanimously. Meeting adjourned at 7:27 pm.

Arthur Green, Mayor

Laura M. Brock, City Clerk/Treasurer