

Minutes: City Council Meeting
October 12, 2023
6:00 PM

The Elkton City Council met in regular session at Elkton City Hall, 71 Public Square, on Thursday, October 12, 2023, 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; Robert Toombs, Chief of Police; Derrell Waggoner, Fire Chief; Perry Knight and John Rice, volunteer firemen; Pastor Phillip Suber; and, Amy Chester, *Kentucky New Era*/WEKT Radio.

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

Mayor Green presented an award to volunteer firemen Perry Knight for 20 years of service and John Rice for 5 years of service. Mayor Green stated other firemen to be awarded but not present at the meeting were John Johnson for 5 years of service and Robert Standard for 45 years of service.

Mayor Green called for review of the minutes of the September 14, 2023 council meeting. There were no changes and McReynolds motioned to approve as presented, seconded by Orr, and carried unanimously.

Mayor Green called for review of the minutes of the September 18, 2023 special council meeting. There were no changes and Gibson motioned to approve as presented, seconded by Powell, and carried unanimously.

Clerk Brock presented the financial reports and reported the first Hometown Harvest dinner event on the Square last month profited about \$2,300 and a donation in that amount will be presented to Historic Todd County, Inc. After discussion, Orr motioned to approve the financial reports, seconded by Powell, and carried unanimously.

PUBLIC COMMENTS

None

ORDINANCES

Case motioned to read the Summary of Ordinance 2023-11 in lieu of the full ordinance, seconded by Laster, and carried unanimously. Clerk Brock read first reading of Summary of Ordinance 2023-11, "AN ORDINANCE AMENDING SECTIONS 33.51-33.54 PROCUREMENT STANDARDS OF THE CITY OF ELKTON, KENTUCKY CODE OF ORDINANCES."

RESOLUTIONS

Mayor Green presented Resolution 2023-05, "A RESOLUTION OF THE CITY OF ELKTON, KENTUCKY AUTHORIZING THE MAYOR TO MAKE APPLICATION FOR AND, UPON APPROVAL, TO ENTER INTO AN AGREEMENT WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY (KOHS), TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY KOHS TO FACILITATE AND ADMINISTER THE PROJECT AND TO ACT AS THE AUTHORIZED CORRESPONDENT FOR THIS PROJECT. THIS RESOLUTION ALSO ESTABLISHES PROCUREMENT POLICY FOR ANY KOHS APPROVED PROJECT FOR THE FY-2023 APPLICATION CYCLE." Laster motioned to approve, seconded by Orr, and carried unanimously.

BIDS

Mayor Green presented bids received on Tuesday, October 10, 2023 for the Elkton-Todd County Park Baseball Field Lighting Project: Ensign Electric – Base Bid, \$111,458.45 and Alternate Bid, \$108,062.99; Pogue Electric – Base Bid, \$118,250.00 and Alternate Bid, \$105,000.00; and, Knight Electric, Base Bid, \$164,750.00 and Alternate Bid, \$125,204.00. Mayor Green reported WBW Engineering reviewed the bids and recommends the lowest bid from Pogue Electric in the amount of \$105,000.00. McReynolds motioned to approve the recommendation, seconded by Gibson, and carried unanimously. Mayor Green reminded everyone the total budget for this grant project is \$246,000 with the remaining funds after the lighting project is complete to be used on new playground equipment.

ACTION ITEMS

Mayor Green presented a draft Amendment to Residential Development Incentive Agreement at the request of Elk Fork Country Club. Their request includes an amendment to the previous agreement to include up-front rebate of property taxes instead of over a period of ten years in order to reimburse them for completion of the construction of the street in the development estimated to cost \$58,000. After discussion, Case motioned to approve the Amendment, seconded by Orr, and carried unanimously.

Mayor Green reported the city advertised for Request for Qualifications for engineering services for the KIA Sewer Plant Improvements Project with GRW Engineering being the only respondent. The city previously contracted with GRW as a continuation of the previous project, however we later found that we needed to advertise for Qualifications to meet the program guidelines. Mayor Green stated the contract for engineering services with GRW will be the same as the previous contract GRW submitted to the city and the council approved.

Mayor Green reported the Todd County Imagination Library program needs funding. He stated the city has \$500 in the budget for the program. Case motioned to donate \$500 to the program, seconded by Orr, and carried unanimously.

Clerk Brock reported that she received a proposal from Tichenor and Associates to perform the FYE June 30, 2023 audit for a fixed amount of \$20,248 plus travel expenses. Case motioned to accept the proposal from Tichenor and Associates, seconded by Laster, and carried unanimously.

Mayor Green presented a proposed plan to adjust employee position grades in order to make salary adjustments for employees and also includes an across-the-board cost of living increase of 3% for all employees in order to retain current employees. Mayor Green stated these adjustments will keep city employees close to similar workers in the area, with most getting around \$2.00 per hour increase. Mayor Green stated the cost of the salary adjustments in this fiscal year is estimated to cost about \$56,000 and a budget amendment would be necessary. The grade increases will be for employees that have been promoted or achieved certifications. Mayor Green stated this increase may not be enough and a closer look will need to be made during next year's budget discussions. Case stated the city should also look at making adjustments to the health insurance plan for employees in order to pay for salary increases. After discussion, Orr motioned to read Summary of Ordinance 2023-12 in lieu of the full ordinance, seconded by Laster, and carried unanimously. Clerk Brock read first reading of Summary of Ordinance 2023-12, "ORDINANCE AMENDING COMPENSATION PLAN AND PAY SCALE."

DISCUSSION ITEMS

Mayor Green reported AW Designs should be ready with specification to bid out renovations to the façade of City Hall and Police Department next week.

DEPARTMENT REPORTS

Mayor Green distributed the Planning and Zoning and Code Enforcement report from Megan Willenborg.

Fire Chief Waggoner reported pump tests were completed on all trucks today. They continue to make changes to

help with the ISO inspection next month.

Mayor Green reported the utility department is working on sidewalk repairs. The concrete wall in Glenwood Cemetery has been washed and sealed. Water and sewer extension plans are still in the works for the Crouch Farm Subdivision. The state will need to bid out moving utilities on West Main Street to accommodate the new turn lane into the Middle School with the state also paying for the project. Mayor Green also reported the Industrial Foundation will be bidding out the extension of water and sewer lines to the Robertson property on Highway 68 East.

Case reported that there is a headstone that seems to be toppled over in the cemetery near the main entrance. Also, Case asked if the land in the cemetery where trees were removed will be leveled with dirt. Mayor Green stated the city utility department will be leveling the ground and seeding grass.

Police Chief Toombs reported the department had 752 calls for service last month, including 30 alcohol related calls. Toombs reminded the council he applied for a grant to install cameras on Public Square and in city buildings, however the grant was not received. He presented an updated proposal to install the cameras by Copperband in the amount of \$9,081.36. There was discussion about cameras being installed in the park. After discussion, Case motioned to approve the cameras installation to be included in the budget for the municipal buildings renovations, seconded by Orr, and carried unanimously.

McReynolds asked about a noise ordinance for ATVs and Chief Toombs confirmed the city's noise ordinance applies to them also. McReynolds reported several instances where ATVs were loud late at night and during church services. Toombs stated he has been in contact with people in the area McReynolds lives about the loud disturbances.

CITY COUNCIL CONCERNS

Gibson asked about installing streetlights on Industrial Drive. Mayor Green stated the issue on that street will be that utilities are buried underground. The city and residents will need to decide if poles are going to be installed for streetlights.

Gibson also reported complaints about a car that has been sitting on the Square for a month with a "for sale" sign on it. Mayor Green stated a city ordinance was found that will take care of this issue.

Gibson reported he found a spray on substance you can put on cemetery headstones and in three months they will be cleaned with no scrubbing. Gibson will get the name of the product.

Case motioned to adjourn, seconded by Laster, and carried unanimously and meeting was adjourned.

Arthur Green, Mayor

Laura M. Brock, City Clerk/Treasurer