

Minutes: City Council Meeting  
March 14, 2024  
6:00 PM

The Elkton City Council met in regular session at Elkton City Hall, 71 Public Square, on Thursday, March 14, 2024, at 6:00 PM with Mayor Arthur Green presiding.

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

Others present: Laura M. Brock, City Clerk/Treasurer; Robert Toombs, Chief of Police; Jeff Traugher, attorney; Derrell Waggoner, Fire Chief; and, Daniel Smith, Assistant Fire Chief/Todd County Emergency Management Director.

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

Mayor Green called for review of the minutes of the February 8, 2024, council meeting. There were no changes and Orr motioned to approve as presented, seconded by Laster, and carried unanimously.

Clerk Brock presented the financial reports and reported that the delinquent property tax list for the city will be published in the newspaper this weekend. In 2023, the city billed for a total of \$229,212 in property taxes, with only \$2,653 delinquent as of today, meaning 99% of property taxes have been paid for the year. Brock also reported funds were received for the Markham Community Trust, a trust established in the will of Sarah Markham, a former resident of Elkton, leaving the city the principal amount of \$202,838.21. The trust has been setup at Elkton Bank and Trust Company. Brock distributed a copy of the will that sets forth how the funds can be spent, which includes special projects including but are not limited to cleaning, building, beautification, and projects designed for a certain age group such as the elderly. The city can make a request to Elkton Bank to spend the profit from the trust and up to 10% of the principal each year. McReynolds motioned to approve the financial reports, seconded by Orr, and carried unanimously.

#### PUBLIC COMMENTS

None

#### PLANNING COMMISSION RECOMMENDATIONS

Mayor Green reported the Planning Commission held public hearings on March 14, 2024, and have presented to the city council the following Findings of Facts and Recommendations:

The Planning Commission recommends the city council approve rezoning Parcel E-02-03-04 located at 309 West Main Street, Elkton, Kentucky, and parcels E-02-03-13, E-02-03-14, and E-02-03-15, located on Hampton Court, from R-1 (Single Family Residential) to R-2 (Medium Density Residential). Orr motioned to approve the recommendation, seconded by Laster, and carried unanimously.

The Planning Commission recommends the city council approve zoning approximately 3.04 acres known as Parcel ID 056-48B (1554 West Jeff Davis Highway) located on the north side of US Highway 68 (Business) as B-2 (Neighborhood Commercial) upon its annexation. Orr motioned to approve the recommendation, seconded by Gibson, and carried unanimously.

The Planning Commission recommends the city council approve zoning approximately 5.31 acres from a portion of Shelby T. and Ruthelle Laster Property and a portion of Four Gables Investments, LLC located on the north side of US Highway 68 and west of Pond River Road as B-3 (Highway Commercial) upon its annexation. Laster motioned to approve the recommendation, seconded by Orr, and carried unanimously.

## ORDINANCES

Orr motioned to read Summary of Ordinance 2024-02, “AN ORDINANCE TO REZONE PARCEL E-02-03-04 LOCATED AT 309 WEST MAIN AND PARCELS E-02-03-13, E-02-03-14, E-02-03-15 LOCATED ON HAMPTON COURT” in lieu of the full ordinance, seconded by Laster, and carried unanimously. Clerk Brock read first reading of Summary of Ordinance 2024-02.

Orr motioned to read Summary of Ordinance 2024-03, “AN ORDINANCE ANNEXING TO THE CITY OF ELKTON, KENTUCKY A 3.04-ACRE TRACT LOCATED APPROXIMATELY 1.5 MILES WEST OF PRESENT CITY BOUNDARIES ON THE NORTH SIDE OF U.S. HIGHWAY 68 (BUSINESS)” in lieu of the full ordinance, seconded by Laster, and carried unanimously. Clerk Brock read first reading of Summary of Ordinance 2024-03. It was noted that the description of this property will need to be updated for second reading as the it erroneously lists the property as 1.5 miles from the city limits and this is incorrect.

Orr motioned to read Summary of Ordinance 2024-04, “AN ORDINANCE ANNEXING TO THE CITY OF ELKTON, KENTUCKY A 5.31 ACRE TRACT LYING ADJACENT TO THE PRESENT CITY BOUNDARIES ON THE NORTH SIDE OF U.S. HIGHWAY 68 AND WEST OF POND RIVER ROAD” in lieu of the full ordinance, seconded by Laster, and carried unanimously. Clerk Brock read first reading of Summary of Ordinance 2024-04.

Mayor Green reported the city is required to notify Todd County Fiscal Court of the annexations and he has been informed that they will be discussed at their next meeting.

## ACTION ITEMS

Mayor Green informed the council the contract with GFL Environmental for garbage collection will expire at the end of July. The contract allows for renewal if all parties agree. GFL’s original bid in 2020 was for \$8.99 per container and they could have asked for an annual increase based on the Consumer Price Index (CPI), however they failed to make that request each year. GFL reported that based on the annual CPI increase, the current price for renewal effective August 1<sup>st</sup> would be \$10.99 per container. Mayor Green stated the city currently charges \$9.25 per container, with the extra revenue going to help pay for spring cleanup and recycling. Mayor Green asked the council if they would like to renew the contract with GFL or bid out a new contract. After discussion, Orr motioned to renew the contract with GFL for an additional year at the rate of \$10.99 per container, seconded by Gibson, and carried unanimously. After discussion, it was the consensus the city amends our ordinance to charge customers \$11.25 per container.

Mayor Green reported the city has been asked to appoint a member to the LEADS organization being coordinated by Daniel Smith. Smith stated this organization is being created to have a separate non-profit entity to organize relief efforts in Todd County after a disaster and will be able to accept donations while keeping the money sperate from county government. The city will need to appoint an Elkton resident that is also not an elected official. Mayor Green requested the council let him know of any recommendations for the appointment.

## DISCUSSION ITEMS

Mayor Green informed the council that June 4<sup>th</sup> is the last date to file for the upcoming city council election.

Renovations to the façade of City Hall and Police Department have been delayed due to cold and rainy weather. Dixie Restoration is scheduled to clean and paint the building as soon as weather permits, and new doors have been ordered for both buildings.

## GRANT AND PROJECT UPDATES

The city has advertised for Request for Qualifications for engineering services for the sewer line extension to North Todd Elementary. Some preliminary work on the project has been completed, however more work needs

to be done to help seek additional funding for the project.

Mayor Green reported new light poles have been installed on field three in the park. The city plans to apply for a Crumb Rubber grant to install pour in place safety material at the two new playground areas where new equipment will be installed. This may change or delay the installation of the new equipment.

Bell Engineering continues to work with local utilities for coordination of burying utilities as part of the West Main Street TAP project.

Mayor Green reported the city was informed that to complete any drainage repairs on the Goebel Avenue TAP project, the city would have to submit all new designs and bid the project out. Mayor Green stated it may cost more to go through this entire process rather than the city completing the work ourselves. Therefore, the city has requested final reimbursement and closing out the project.

The city has submitted a FEMA Assistance to Firefighter grant application to purchase 12 SCBA devices for a total cost of \$120,000, with the required match of about \$5,000.

Mayor Green reported the city will also be applying for an Urban Forestry grant for inventory and maintenance of existing trees on public properties. The application will also include funds to develop a plan to plant additional trees, and possibly reintroduce tree plantings on Public Square. This project would be fully funded by grant funds.

Mayor Green updated the council on studies being performed on City Lake Dam and reported GRW Engineering should be finished with all reporting and permits by the April 30<sup>th</sup> deadline set forth by the KY EPA Division of Enforcement.

## DEPARTMENT REPORTS

Fire Chief Derrell Waggoner reported all trucks are running well and one truck needs new tires.

Police Chief Toombs reported the department had 533 calls for service last month, including 31 alcohol related calls. A new police officer recruit has been hired and will be shadowing another officer until he attends the academy scheduled for July. SRO Officer Ed Higgins will be retiring in April. Chief Toombs requested the council declare Officer Higgins' backup weapon as surplus to award the weapon to him upon his retirement. Orr motioned to declare the backup weapon surplus to present to Officer Higgins, seconded by Laster, and carried unanimously.

Mayor Green congratulated the police department for passing the recent compliance audit through the Department of Justice.

Mayor Green presented the Planning and Zoning report prepared by Zoning Administrator Megan Willenborg. He reported there are possibly 15-20 lots recently sold and ready for residential development.

Mayor Green reported Spring Cleanup will be held April 8<sup>th</sup> and 9<sup>th</sup>.

This month's newsletter informs everyone of all the events currently planned in the city, including cruise in, concerts, parades and more.

Mayor Green reported city employees Justin Moberly and Christopher Brady successful completed certification for water distribution license.

## MAYOR'S REPORT

The city has purchased two portable toilets and the county has agreed to purchase one handicap accessible toilet to use for all events in the city. This will save the city money in the future by not having to rent them.

All county schools have received purple star recognition from the Department of Defense for meeting certain guidelines for helping military families.

Mayor Green reported he has been to Frankfort two times in the last few weeks and reported an agreement regarding city annexations was made and should not really effect Elkton in the near future.

#### CITY COUNCIL CONCERNS

McReynolds asked Mayor Green if the student government organization has been created and Mayor Green stated he has not moved forward with that project at this time.

There was no further discussion, therefore McReynolds motioned to adjourn, seconded by Gibson, carried unanimously, and meeting was adjourned at 6:52 pm.

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Arthur Green, Mayor

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Laura M. Brock, City Clerk/Treasurer