

CITY COUNCIL MEETING
EMINENCE CITY HALL COUNCIL CHAMBERS

DECEMBER 8, 2014
EMINENCE, KENTUCKY

The City Council of the City of Eminence, Kentucky met in a regular session on Monday, December 8, 2014 at 6:15 p.m. at the Eminence City Hall with Mayor Drane Stephens and the following members present: Polly Troxell, Tom Shroyer, Danny Meadows, Lee Ann Armstrong, and Leo Mason. Absent was Member Treva Browning. Also in attendance were City Attorney William Brammell, City Clerk Sandra Doane, Wastewater Plant Operator Matt McAllister, Police Major Kevin Kemper, Council Elect Joey Bell, Citizen Tonia Bell, Auditor Matt Huelsman, and Henry County Local Representative Chris Brooke.

Mayor Stephens called the meeting to order at 6:15 p.m.

Pledge of allegiance held.

Subject: Presentation – Mayor Stephens recognized Council Member Treva Browning for her years of service on the Council, even though she was not present. Mayor Stephens stated he would make sure she gets her plaque.

Subject: Audit Presentation – Matt Huelsman with Richardson, Pennington & Skinner, PSC was present to review the audit reports for the fiscal year ending June 30, 2014. Mr. Huelsman thanked the office staff for all their help in having things ready to audit. Mr. Huelsman reviewed the City of Eminence audit and the separate audit for the Water and Sewer Fund. The separate audit for the water and sewer fund is done to provide a more detailed report for the various lending institutions, even though it is not required since the information is in the overall city audit. Mr. Huelsman stated the City received a clean, unqualified opinion which is what you want to have. Member Shroyer suggested having the auditors perform some checks and balances on certain accounts on a quarterly basis. Mr. Huelsman stated that they cannot do that as it would be a conflict. It was suggested to have our part-time records manager person do the bank reconciliations to allow for more segregation of duties. Attorney Brammell stated the Council should accept the audits as presented. Consensus was to do this at the next meeting once all have had a chance to review in more detail. Mayor Stephens thanked Mr. Huelsman for the presentation.

Subject: County Business – In the absence of Magistrate Scott Bates, Mayor Stephens reported that the State did come back out to the area on South Main and cut the sharp points back some more. They also installed a reflector at the area to warn drivers of a potential problem. Magistrate Bates was told that it is on the plan to be fixed correctly in the future.

OLD BUSINESS:

Subject: Minutes – The minutes of the previous regular session held on November 10, 2014 were reviewed. Mayor Stephens asked for any additions or corrections to the minutes. With no

additions or changes forthcoming, Mayor Stephens stated they would stand approved as presented.

Subject: Coach D Park Ordinance – Council reviewed and discussed the draft ordinance setting guidelines for behavior at Coach D Park. Council asked to give any suggestions of additions or changes to the committee or Clerk Doane by email so that the committee can meet again before the next meeting to try and finalize this for first reading.

REPORTS:

Subject: Police Department Report – Major Kemper reviewed the monthly activity report with council. Major Kemper reported they had 231 total contacts for the month. Nine individuals were arrested on twenty separate charges. The Department had three DUI's and six other alcohol related charges this month.

Major Kemper reviewed a letter of appreciation received from a family about Officer John Bailey which possibly saved the life of a young man traveling through Eminence. Officer Bailey made good decisions about this young man in a very caring way.

No property ordinance report was presented. Mayor Stephens stated we do need to address the property on North Main which is becoming a fire hazard and questioned if we can condemn this property as it is only getting worse. Attorney Brammell stated he would review the law on this but stated he does not feel we can condemn from occupancy at the property. Major Kemper stated he went out today and there is a spent fire extinguisher on the front porch indicating that there may have already been a fire at this residence. Attorney Brammell stated we can cite the property owner back to District Court for new problems and that he would be glad to accompany the police to the County Attorney's office to help explain the situation.

Subject: Public Works Department Report – Wastewater Treatment Plant Operator Matt McAllister reviewed the monthly activity report with council. Mr. McAllister stated we will be installing a two inch service at the car wash on North Main to allow for a drive through station. They will also be changing out a 4 inch meter at the old Brunswick property as the larger service will not be needed by the new owners.

Mr. McAllister stated we have received two loads of salt by way of the County and will be getting more as needed.

Mr. McAllister reported that the replacement roof on the Police/Fire building was completed today.

Member Shroyer reported that a street sign at Shelby Street is leaning and needs to be straightened. Mr. McAllister stated he would take care of it.

Subject: Wastewater Treatment Plant Expansion Project Update - Mr. McAllister stated that the contractor is progressing slowly. The electrical work is complete with startup of some of the equipment to be done on Thursday with the equipment providers to be present.

Subject: Administrative Office Report – City Clerk Sandra Doane reviewed the monthly administrative office report with council, reporting that approximately 79.5% of the 2014 tax bills have been collected as of December 2nd with citizens taking advantage of \$5,865.51 in discounts. The face amount is due now thru December 31, 2014.

Clerk Doane reported that the third edition of the newsletter was mailed out on November 20th.

Clerk Doane expressed her deep appreciation of Robin Mullins and Rhoda Arington on their 15 years of service to the City.

Clerk Doane stated we had our CDBG compliance check today with no problems reported. Member Shroyer asked if we still are going to need a small loan to finish the expansion project. It was discussed that we are not sure at this point since we have had a 42,000.00 reduction change order and are not sure on the contingencies figured into the project originally.

Subject: Fire Department Report – Member Meadows reviewed the Fire Department report with council which showed eight total runs and special details in November for total man-hours of approximately sixty-five. Member Meadows stated the Fire Department Christmas dinner has been changed to December 13, 2014 at 7:00 p.m.

Police Major Kemper expressed his appreciation for the invaluable service provided by the Fire Department during the recent fatal accident in front of Hussey Copper. Some of the fire personnel didn't even have on heavy coats as they came from the factory to assist.

Subject: Festivals Update – Member Armstrong reported that Light Up Eminence was not well attended. It was very cold and windy so it was moved inside the Fire Department building which confused people. Main Street is still the best location to have this event.

Subject: Parks Update – Mayor Stephens stated no new business other than the meetings to help draft the park ordinance.

NEW BUSINESS:

Subject: Resolution Approving Wastewater Treatment Project Expenses – Council reviewed a resolution to approve invoices on the wastewater treatment plant project payable to Pace Contracting, LLC in the amount of \$97,923.96 and payable to Derrick Engineering, Inc. in the amount of \$9,726.27. The Pace invoice will be paid with CDBG funds and the Derrick invoice to be paid with local funds. Motion made by Member Meadows and seconded by Member Shroyer to approve Resolution No. 2014-009 as presented approving the invoices for payment. On a call for vote by Clerk Doane, all members present voted “Yea”.

Subject: Noise Ordinance – Nothing new to report.

Subject: Open Citizen Comments/Questions – Mayor Stephens asked if anyone was present who wished to address Council. No one was.

Subject: Mayor's Update – Mayor Stephens asked if anyone will be able to attend the newly elected officials training being provided by the Kentucky League of Cities. Member Mason

stated he could go. Mayor Stephens stated that his opinion was that if new member, Joey Bell, is unable to attend that it may not be worthwhile to send anyone. Council in agreement but requested that they all receive copies of the legal handbook. Clerk Doane asked to order eight copies.

Mayor Stephens reported that due to Joey Bell taking office as a council member on January 1st he will need to resign from the planning and zoning board. Mayor Stephens stated he would like to appoint Rob Goss to this position. Motion made by Member Meadows and seconded by Member Mason to approve the appointment of Rob Goss as the City's representative on the planning and zoning board replacing Joey Bell effective January 1, 2015. On a call for vote by Clerk Doane, Members Meadows, Mason, Armstrong and Troxell voted "Yea". Member Shroyer abstained stating he did not know Mr. Goss. Motion carried.

Subject: Swearing In of Mayor/Council – Attorney Brammell administered the oath of office to all the newly elected Council and Mayor Stephens.

Subject: Council New Business – Member Mason stated he is still working on the Charles Simpson recognition discussed last month.

Member Meadows stated he is glad to see the second burned building down. Mayor Stephens stated the asbestos inspection on the next two buildings was completed with no findings. Member Shroyer stated that the final wall that is left may have to have reinforcements as it has never been exposed to the elements. He is also working with the adjuster to speed up getting our claims per this fire settled.

Subject: Warrants - The warrants for payment were presented and reviewed. Member Meadows questioned why the Time Warner bills were so high as compared to the Fire Department. Mayor Stephens stated they include all the phone lines and the internet. Motion made by Member Troxell and seconded by Member Shroyer to approve the warrants for payment as presented. On a call of vote by Clerk Doane, all members present voted "Yea".

Subject: Closed Session – None needed.

With no further business to be discussed, motion made by Member Meadows and seconded by Member Mason to adjourn. All members present voted "Yea". Meeting adjourned at 7:25 p.m.

DRANE STEPHENS, MAYOR
CITYOF EMINENCE, KENTUCKY

ATTEST: _____
SANDRA A. DOANE, CITY CLERK

CITY OF EMINENCE, KENTUCKY