

CITY OF BARDSTOWN, KENTUCKY
CITY COUNCIL SPECIAL MEETING MINUTES
04/15/2020
12:00 PM

The City Council met in special session via video teleconference with Mayor Heaton and the following Council Members:

Councilman Joe Buckman
Councilman David Dones*
Councilwoman Betty Hart
Councilman Franklin Hibbs IV
Councilman Bill Sheckles
Councilman Roland E. Williams

*Councilman Dones was not present for voting but did view and listen to the meeting live.

Others present: City Attorney Audrey Haydon, Police Chief Kim Kraeszig, City Civil Engineer Jessica Filiatreau, Chief Financial Officer Aaron Boles, Chief Information Officer Nahom Ayele, City Clerk Gary Little and Assistant City Clerk Lisa Burdett.

Due to the COVID-19 State of Emergency, pursuant to KRS 61.823 (3) (4) and (5), and in accordance with Opinion 20-05 of the Kentucky Attorney General, there was no physical location designated for the public and/or media to view the meeting. This special meeting was broadcast for public viewing on Bardstown Cable TV Channels 19.2, 20 and 20.1 and on the City of Bardstown YouTube channel.

Mayor Heaton called the meeting to order at 12:01 PM.

ORDINANCE B2020-05 BUDGET AMENDMENT – SECOND READING

City Attorney Audrey Haydon read Ordinance B2020-05 which amends the City of Bardstown's budget for fiscal year 2019/2020. The amendment re-appropriates funding to enable the City to provide financial relief grants to small businesses that have been severely affected by the current state of emergency.

ORDINANCE B2020-05

AN ORDINANCE AMENDING AND ADOPTING AS AMENDED ORDINANCE NO. B2019-07 THE CITY OF BARDSTOWN BUDGET ORDINANCE FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020.

WHEREAS, an annual budget for Fiscal Year 2019-2020 was adopted by the City Council of the City of Bardstown on June 26, 2019; and

WHEREAS, there have been unanticipated changes in both revenues and expenditures during that period of time.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BARDSTOWN, KENTUCKY DOES ORDAIN AS FOLLOWS:

Section I.

The annual budget for the fiscal year 2019-2020 be amended by the following re-appropriations:

- 1) Transfer \$24,500 to the Community Development Grants (10-0100-6030) line item from the following accounts:
 - a. \$6,000 from Mayor's Contingency (10-0100-6022)
 - b. \$7,000 from Council Contingency (10-0100-6023)
 - c. \$5,000 from Council Training Expenses (10-0100-6024)
 - d. \$6,500 from Travel & Conference Expense (10-0100-6380)

- 2) Transfer \$65,000 to a newly created line item titled Bardstown Emergency Relief Grants (10-0100-6040) from the following accounts:
 - a. \$25,000 from Software-Police (10-0200-5340)
 - b. \$30,000 from Buildings-Street (10-2200-7060)
 - c. \$10,000 from Improvement Other than Buildings-Street (10-2200-7100)

Section II.

The annual budget is hereby attached hereto, reflecting the above referenced amendments to the General Fund, revenues and expenditures that comprise the FY 2019-2020 budget for the City of Bardstown. The re-appropriations approved in this amendment do not change the overall ending balance of the General Fund budget.

CITY OF BARDSTOWN SUMMARY OF OPERATING BUDGETS FY20

	Revenues	Expenses	Total Revenue over (under) Expenditures
GENERAL FUND			
Administration	50,500	717,626	(667,126)
Police	282,600	3,711,050	(3,428,450)
Recreation	107,500	700,350	(592,850)
Pool	55,500	81,900	(26,400)
Fire	1,529,000	3,386,680	(1,857,680)
COBEC	70,000	95,950	(25,950)
Finance	9,256,000	730,050	8,525,950
Street	1,106,550	2,277,850	(1,171,300)
GENERAL FUND BUDGET	12,457,650	11,701,456	756,194
ENDING BALANCE			756,194

This ordinance or parts of ordinances in conflict herewith are repealed to the extent of such conflict.
 This ordinance shall be in full force and effect following publication as required by law.

COUNCILMAN WILLIAMS MOVED TO ADOPT ORDINANCE B2020-05 AS READ BY CITY ATTORNEY HAYDON. THE MOTION WAS DULY SECONDED BY COUNCILWOMAN HART.

THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:

COUNCILMAN DONES - ABSENT
COUNCILMAN SHECKLES - AYE
COUNCILMAN WILLIAMS - AYE
COUNCILMAN BUCKMAN - AYE
COUNCILWOMAN HART - AYE
COUNCILMAN HIBBS - AYE

MAYOR HEATON THEN DECLARED ORDINANCE NO. B2020-05 ADOPTED. IT WILL BE RECORDED IN ORDINANCE BOOK NO. 11, PAGE NO. _____.

ORDINANCE B2020-06 CLASSIFICATION AND COMPENSATION PLAN – SECOND READING

City Attorney Audrey Haydon read the following summary of Ordinance B2020-06 which establishes three new positions for employment with the City of Bardstown.

SUMMARY OF ORDINANCE B2020-06

AN ORDINANCE AMENDING AND ADOPTING AS AMENDED AN ORDINANCE STYLED: “AN ORDINANCE CREATING THE CLASSIFICATION PLAN AND COMPENSATION PLAN.”

This Ordinance amends CHAPTER 35, EMPLOYMENT POLICIES, **THE CLASSIFICATION PLAN AND COMPENSATION PLAN** of the municipal code by creating and amending the title and pay grade of Authorized Positions.

The amendments and additions reflecting number of positions, title, and pay grade respectively are:

# of Positions	Exempt	Title	Grade
		<u>Police</u>	
2		Admin Assistant/Property Room Technician P/T	106
1		IT Support Specialist	108
		<u>Electric</u>	
5		Electric Lineman II	119
6		Electric Lineman I	114
		Apprentice Electric Lineman	108
		Electric Groundman	106
		<u>Cable/Internet</u>	
1		Staff Engineer	120

This ordinance or parts of ordinances in conflict herewith are repealed to the extent of such conflict. This ordinance shall be in full force and effect following publication in summary as required by law. This summary was certified by Audrey L. Haydon, City Attorney.

COUNCILMAN HIBBS MOVED TO ADOPT ORDINANCE B2020-06 AS READ IN SUMMARY BY CITY ATTORNEY HAYDON. THE MOTION WAS DULY SECONDED BY COUNCILMAN BUCKMAN.

THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:

COUNCILMAN DONES	-	ABSENT
COUNCILMAN SHECKLES	-	AYE
COUNCILMAN WILLIAMS	-	AYE
COUNCILMAN BUCKMAN	-	AYE
COUNCILWOMAN HART	-	AYE
COUNCILMAN HIBBS	-	AYE

MAYOR HEATON THEN DECLARED ORDINANCE NO. B2020-06 ADOPTED. IT WILL BE RECORDED IN ORDINANCE BOOK NO. 11, PAGE NO. _____.

MUNICIPAL ORDER M2020-05 JOB DESCRIPTIONS

Mayor Heaton explained that Municipal Order M2020-05 is being presented to the Council for the three job descriptions of the positions established in Ordinance B2020-06.

MUNICIPAL ORDER M2020-05

A MUNICIPAL ORDER CREATING THE JOB DESCRIPTIONS FOR POSITIONS ORIGINALLY ESTABLISHED IN ORDINANCE B2020-06.

WHEREAS: The City of Bardstown has established new positions in Ordinance B2020-06 as listed below:

- POLICE DEPARTMENT: IT Support Specialist
- ELECTRIC DEPARTMENT: Electric Groundman
- CABLE/INTERNET: Network Engineer

AND WHEREAS: The City of Bardstown has created job descriptions for the new positions established by Ordinance B2020-06.

NOW, THEREFORE, BE IT ORDERED by the City Council of Bardstown, Kentucky, that the new job descriptions attached hereto, be adopted in full to represent the true and accurate definition for the positions available as an employee of the City of Bardstown.

INTRODUCED, SECONDED AND ADOPTED at a duly convened meeting of the City Council of the City of Bardstown, Kentucky, held on April 15, 2020 and on the same occasion declared it to be in full force and effect according to law.

COUNCILMAN BUCKMAN MADE A MOTION TO APPROVE MUNICIPAL ORDER M2020-05 THAT CREATES JOB DESCRIPTIONS FOR CITY EMPLOYMENT POSITIONS ESTABLISHED IN ORDINANCE B2020-06. THE MOTION WAS DULY SECONDED BY COUNCILMAN HIBBS AND CARRIED BY A VOTE OF 5-0.

ADJOURNMENT

COUNCILWOMAN HART MOVED TO ADJOURN THE MEETING AT 12:08 PM. THE MOTION WAS DULY SECONDED BY COUNCILMAN SHECKLES AND CARRIED BY A VOTE OF 5 TO 0.

CITY OF BARDSTOWN

J. Richard Heaton, Mayor

ATTEST:

Gary Little, City Clerk