

**CITY OF BARDSTOWN, KENTUCKY
CITY COUNCIL REGULAR MEETING MINUTES
08/11/2020
6:00 PM**

The City Council met in regular 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

Others present: City Attorney Audrey Haydon, HR Director/Risk Manager Greg Ashworth, Fire Chief Billy Mattingly, Assistant Chief of Police Kevin Thompson, City Staff Engineer Dylan Durbin, Chief Financial Officer Aaron Boles, Chief Information Officer Nahom Ayele, Assistant City Clerk Lisa Burdett and City Clerk Gary Little.

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 video conference 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 6:00 PM.

SERVICE REQUEST – CORMAN’S CROSSING PHASE VIII SEWER MAINS

City Staff Engineer Dylan Durbin presented a request for sewer service submitted by Horizon Engineering, LLC for Phase VIII of the Corman’s Crossing subdivision development. The gravity sewer mains will tie into the existing sewer system which drains to the Corman’s Crossing pump station and will serve 123 proposed single-family residential building lots.

COUNCILMAN DONES MADE A MOTION TO APPROVE THE SEWER MAIN SERVICE REQUEST SUBMITTED BY HORIZON ENGINEERING, LLC FOR PHASE VIII OF THE CORMAN’S CROSSING SUBDIVISION DEVELOPMENT. THE MOTION WAS DULY SECONDED BY COUNCILMAN WILLIAMS AND CARRIED WITH A VOTE OF 6-0.

NEW FIRE TRUCK PURCHASE

Fire Chief Billy Mattingly presented proposals from three companies for a new fire engine to replace the department’s main engine which is 28 years old. The City spent \$32,000.00 last year on maintenance and repairs for the current truck. Upon placing the order, it would take about eighteen months to build the new fire engine. The three proposals were from Ferrara for \$716,824.00, E-One for \$714,495.00 and Rosenbauer for \$671,822.00. Financing terms are yet to be determined. Chief Mattingly recommended the proposal from Rosenbauer for \$671,822.00.

COUNCILMAN HIBBS MADE A MOTION TO APPROVE THE PURCHASE OF A ROSENBAUER FIRE ENGINE IN THE AMOUNT OF SIX HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED TWENTY-TWO DOLLARS (\$671,822.00) WITH FINANCING TERMS TO BE DETERMINED. THE MOTION WAS DULY SECONDED BY COUNCILMAN SHECKLES AND CARRIED WITH A VOTE OF 6-0.

REVIEW OF MINUTES

THE MINUTES FOR THE 7/28/2020 CITY COUNCIL SPECIAL SESSION WERE APPROVED BY UNANIMOUS CONSENT.

JULY 2020 FINANCIAL REVIEW

Chief Financial Officer Aaron Boles reviewed the revenue and expenses from July, 2020. He noted that the first CARES Act reimbursement of \$383,085.00 was received in July.

SECOND READING OF ORDINANCE B2020-10 CLASSIFICATION AND COMPENSATION PLAN

HR Director Greg Ashworth explained that Ordinance B2020-10 adds one police officer and creates two new positions for cable technicians in the Cable/Internet Department. City Attorney Audrey Haydon read the following Summary of Ordinance B2020-10 CLASSIFICATION AND COMPENSATION PLAN:

SUMMARY OF ORDINANCE B2020-10

CLASSIFICATION AND COMPENSATION PLAN

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

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BARDSTOWN, KENTUCKY:

That 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>	
[20] <u>21</u>		Police Officer	109
		<u>Cable/Internet</u>	
<u>2</u>		<u>Cable Construction Tech I</u>	<u>110</u>
		<u>Cable Construction Tech II</u>	<u>111</u>

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 DONES MOVED TO ADOPT ORDINANCE B2020-10 AS READ BY CITY ATTORNEY HAYDON. THE MOTION WAS DULY SECONDED BY COUNCILMAN BUCKMAN.

THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:

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

MAYOR HEATON THEN DECLARED ORDINANCE NO. B2020-10 ADOPTED. IT WILL BE RECORDED IN ORDINANCE BOOK NO. 11, PAGE NO. _____.

CONSENT TO ANNEXATION AGREEMENT

Mayor Heaton explained that Nelson County Fiscal Court has given their consent for the City’s annexation of a small section of Spencer Mattingly Lane between Highway 605 and the RJ Corman railroad track. The Annexation Agreement will allow the City to proceed with bringing that section of Spencer Mattingly Lane into the city limits.

COUNCILWOMAN HART MADE A MOTION TO AUTHORIZE THE MAYOR TO ACCEPT AND SIGN NELSON COUNTY’S CONSENT TO ANNEXATION AGREEMENT. THE MOTION WAS DULY SECONDED BY COUNCILMAN WILLIAMS AND CARRIED WITH A VOTE OF 6-0.

FIRST READING OF ORDINANCE B2020-11 ANNEXATION OF SPENCER MATTINGLY LANE

Councilman Hibbs introduced Ordinance B2020-11 Annexation of Spencer Mattingly Lane and asked that it be read by City Attorney Audrey Haydon. Mayor Heaton explained that a small section of Spencer Mattingly Lane between Highway 605 and the RJ Corman railroad track is to be added to the city limits.

FIRST READING OF ORDINANCE B2020-12 SIGN REGULATIONS

Attorney Haydon explained that Ordinance B2020-12 redefines the term Campus in the definitions section of the City of Bardstown’s Sign Regulations to include school campuses in the Campus Master Sign Plan. There is a growing need for more signage on school campuses as they expand to multiple locations, and this ordinance will amend the regulations to allow for more appropriate signage. Councilman Sheckles introduced Ordinance B2020-12 Sign Regulations and asked that it be read in summary by City Attorney Audrey Haydon.

PUBLIC WORKS BUILDINGS UPDATE

Mayor Heaton informed the Council that plans are almost finished for the new Public Works buildings on Padgett Way. He said that bids for the project will be taken by early September and that construction will begin well before the end of the year. Mayor Heaton proposed naming the facilities after former City Engineer Larry Hamilton. The details of this proposal will be discussed at a later date.

COUNCILMAN BUCKMAN MADE A MOTION TO APPROVE THE NAMING OF THE NEW PUBLIC WORKS FACILITIES THAT WILL BE UNDER CONSTRUCTION SOON ON PADGETT WAY IN HONOR OF FORMER CITY ENGINEER LARRY A. HAMILTON. THE MOTION WAS DULY SECONDED BY COUNCILMAN DONES AND CARRIED WITH A VOTE OF 6-0.

MUNICIPAL ORDER M2020-08 JOB DESCRIPTIONS - CABLE TECH I AND II

COUNCILMAN BUCKMAN MADE A MOTION TO APPROVE MUNICIPAL ORDER M2020-08 THAT CREATES THE JOB DESCRIPTIONS FOR THE CABLE TECH I AND CABLE TECH II POSITIONS ESTABLISHED IN ORDINANCE B2020-10. THE MOTION WAS DULY SECONDED BY COUNCILMAN DONES AND CARRIED WITH A VOTE OF 6-0.

MUNICIPAL ORDER M2020-09 PERSONNEL POLICIES AND PROCEDURES

Human Resource Director Greg Ashworth said that the amendment to the City's FMLA Policy authorizes the City to address situations that arise when an employee remains away from work beyond the 12 weeks that are permitted by the Family and Medical Leave Act. These changes bring the City in line with policies that other cities have in place for FMLA absences. He also discussed the need to add a Paid Parental Leave section to the City of Bardstown's Personnel Policies and Procedures allowing up to four weeks of paid leave for the birth, adoption or fostering of a child. Employees can then use personal, vacation or unpaid time to extend their leave beyond the four paid weeks, up to the twelve weeks allowed by the FMLA policy.

COUNCILMAN HIBBS MADE A MOTION TO APPROVE MUNICIPAL ORDER M2020-09 THAT CREATES A PAID PARENTAL LEAVE SECTION AND AMENDS THE FAMILY AND MEDICAL LEAVE SECTION IN THE CITY'S PERSONNEL POLICIES AND PROCEDURES MANUAL. THE MOTION WAS DULY SECONDED BY COUNCILWOMAN HART AND CARRIED WITH A VOTE OF 6-0.

MOBILE FOOD VENDOR APPLICATION - OLD SCHOOL FLAVOR TRAILER

COUNCILMAN BUCKMAN MADE A MOTION TO APPROVE THE MOBILE FOOD VENDOR APPLICATION SUBMITTED BY OLD SCHOOL FLAVOR TRAILER. THE MOTION WAS DULY SECONDED BY COUNCILMAN WILLIAMS AND CARRIED WITH A VOTE OF 6-0.

HISTORICAL REVIEW BOARD APPOINTMENT

Mayor Heaton recommended the appointment of Rick Hill to the Historical Review Board and detailed his extensive background in real estate planning and development. He previously worked with the City of Bardstown on the Streetscape Project in 2010, and has experience working with historic districts in other cities. He will be filling the unexpired term for Bruce Rogers which will end January 10, 2022.

COUNCILWOMAN HART MADE A MOTION TO ACCEPT THE MAYOR'S RECOMMENDATION TO APPOINT RICK HILL TO THE HISTORICAL REVIEW BOARD. THE MOTION WAS DULY SECONDED BY COUNCILMAN BUCKMAN AND CARRIED BY A VOTE OF 6 TO 0.

HUMAN RIGHTS COMMISSION APPOINTMENT

Mayor Heaton recommended the appointment of Sarah Bradford to the Human Rights Commission to fill the unexpired term for Jane Greenwell which ends March 1, 2020. Mrs. Bradford is currently active with the Human Rights Commission as a volunteer.

COUNCILMAN WILLIAMS MADE A MOTION TO ACCEPT THE MAYOR'S RECOMMENDATION TO APPOINT SARAH BRADFORD TO THE HUMAN RIGHTS COMMISSION. THE MOTION WAS DULY SECONDED BY COUNCILMAN HIBBS AND CARRIED BY A VOTE OF 6 TO 0.

CITY COUNCIL MEMBER COMMENTS

Councilman Hibbs provided an update for the Blessings Boxes and said that the partnership with Save-a-Lot has been very successful. The grocery store is selling pre-packaged grocery bags for \$5.00 and \$10.00 that can be purchased by customers and are being delivered to the boxes by two youth volunteers as part of a community involvement volunteer program.

Councilwoman Hart updated the Council on the drug coalition and said that they've been meeting on Mondays in their pillar groups. They are planning several activities during Red Ribbon Week, an alcohol and drug abuse prevention awareness week in October. Activities include performing a play for local elementary school students, displaying Red Ribbon Week signage and issuing proclamations during the week. She also mentioned that they are continuing to work on their dirty needle disposal kits.

CEMETERY DEEDS

THE MOTION TO APPROVE THE CEMETERY DEED FOR CARL AND MARY JENKINS WAS APPROVED BY UNANIMOUS CONSENT.

ADJOURNMENT

COUNCILMAN BUCKMAN MADE A MOTION TO ADJOURN THE MEETING AT 7:11 PM. THE MOTION WAS DULY SECONDED BY COUNCILWOMAN HART AND CARRIED BY A VOTE OF 6-0.

CITY OF BARDSTOWN

J. Richard Heaton, Mayor

ATTEST:

Gary Little, City Clerk