

The City Council of the City of Eminence, Kentucky met in a regular session on Monday, June 8, 2015 at 6:15 p.m. at the Eminence City Hall with Mayor Drane Stephens and the following members present: Danny Meadows, Polly Troxell, Leo Mason, Joey Bell, and Lee Ann Armstrong. Absent was Member Tom Shroyer. Also in attendance were City Attorney William Brammell, City Clerk Sandra Doane, Wastewater Plant Operator Matt McAllister, Police Chief Kevin Kemper, Larry Mitchum and Jeff Stiles with Curneal & Hignite Insurance, and Henry County Local Representative Chris Brooke.

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

Pledge of allegiance held.

**Subject: County Business** – In the absence of Magistrate Scott Bates, Mayor Stephens reported that the request for additional or larger signs to stop semi-trucks from getting onto Narrow Gage Road is still at the state level for approval; however the issue does seem to be somewhat better overall since our notification to all the factories to let their drivers know and also with the current signs.

**Subject: Insurance Renewal** – Larry Mitchum and Jeff Stiles with Curneal & Hignite Insurance were present to review the City's renewal of insurance for the City. Mr. Mitchum and Mr. Stiles reviewed the spreadsheet and explained the overall increase. Most of the increase had to do with our increasing the property value on the water tower and additional items on the Inland Marine policy. On the workers compensation insurance the premium is less due to position changes anticipated for the new budget resulting in less salaries; however our experience mod factor is high at 1.32. The company has given us a 15% credit to help offset this premium mod increase due to our long term business with them. Mr. Stiles reviewed the Fire Department accident and sickness plan and the upgrades made to this policy. This policy used to be a three year policy, now it is a one year policy. Motion made by Member Meadows and seconded by Member Troxell to accept the renewal quote from EMC Insurance Company in the amount of \$53,659.26 and KEMI in the amount of \$26,187.89 and the upgraded plan with VFIS for the sickness and accident in the amount of \$1,260.00 as presented. On a call for vote by Clerk Doane, all members present voted "Yea".

### **OLD BUSINESS:**

**Subject: Minutes** – The minutes of the previous regular session held on May 11, 2015 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: Revised Coach D Ordinance** – Attorney Brammell held the second reading of the revised Coach D Ordinance by summary which is being revised after suggestions from the ACLU. Discussion held on concerns at the park with bad language. Motion made by Member Meadows and seconded by Member Mason to accept Ordinance No. 2015-003 as presented. On a call for vote by Clerk Doane, all members present voted "Yea".

**Subject: Budget Ordinance for the Fiscal year 7-1-15/6-30-16** – Mayor Stephens and Clerk Doane reviewed two changes to the budget ordinance that resulted in a net change of \$2,275.00 on the ending balance for the water and sewer reserve account. One other change was made in the Fire Department due to the total renewal for insurance in this category being slightly higher than originally budgeted. This was corrected within the budget with a line item change that resulted in no net change. Attorney Brammell held the second reading of the budget ordinance for fiscal year 7-1-15/6-30-16. Motion made by Member Meadows and seconded by Member Troxell to adopt the budget ordinance as read. On a call for vote by Clerk Doane, all members present voted “Yea”.

### **REPORTS:**

**Subject: Police Department Report** – Chief Kevin Kemper reviewed the monthly activity report with council. Chief Kemper reported they had 320 total contacts for the month. Twenty-Eight citations were issued on fifty-one charges. Twelve individuals were arrested on twenty-nine charges. There were four ordinance violations. Chief Kemper reported we were involved in a pursuit into another County which resulted in the person being pursued wrecking. He is investigating this but nothing appears wrong on our part that he can see. Chief Kemper stated he does plan to update all of the department’s policies and procedures in the near future to make sure they are all current.

Mayor Stephens stated he has asked the department to keep up the surveillance at the Park since we are having so many problems. Member Bell stated the kids are not only cursing at the Park but everywhere you go. Chief Kemper stated some intimidation is going on and they are making some schedule changes to overlap the late hours at the Park. Member Bell suggested putting something on the website to let the public know what is happening at the Park. Member Meadows asked if we are enforcing the curfew ordinance. Chief Kemper stated yes and that the parents are being called or the kids are being taken home; however most of the problem is not kids, it is young adults about 18 to 19 years old. Member Armstrong stated the drink machine is being unplugged continually, presumably to use the electricity to charge phones and tablets. Member Bell suggested running the cord through the wall into another plug inside the building.

Member Meadows asked about the status of hiring a new officer. Member Stephens stated the best officers are all retirees and the retirement system as put so many restrictions on re-hiring that it is difficult to do so. We also cannot compete with other cities on the salary. We are mostly getting applicants that have been fired from other places. He will keep working on this after all the personnel changes are made in July. The committee will meet again to discuss our possibilities.

**Subject: Public Works Department Report** – Wastewater Plant Operator Matt McAllister reviewed the monthly activity report with council. Mr. McAllister reported they installed a pressure reducing valve at the Jackson Road pump site to allow for fine tuning of the pressure when we take our water tower down for repairs. They have been working with it and it seems like this is going to work okay.

Mr. McAllister reported the proposed local limits have been conditionally approved through the Division of Water. We are now in the public comment stage on this with July 3, 2015 as the cutoff date for comment. Mr. McAllister reported that installation of the sewer lift station safety nets is underway. Mr. McAllister reported that the trail signs requested last month are installed.

Mayor Stephens stated that the Public Works has been testing over and over with different scenarios on the pressure relief valve to make sure everything is going to be okay during the estimated six weeks that the tower will be done and he commends them for all their diligence in this area. Mr. McAllister stated Mr. Hoffman wants to know if we have decided on a color yet. Mayor Stephens stated no, as there are so many to choose from. Council in agreement for the Mayor to pick three and they would decide between those.

**Subject: Administrative Office Report** – City Clerk Sandra Doane reviewed the monthly administrative office report with council, reporting that approximately 97.1% of the 2014 tax bills have been collected as of June 2, 2015. The total outstanding 2014 base tax bills is \$10,563.32. Liens have been filed.

Clerk Doane reported we have received the franchise payment from Kentucky Utilities. This budget line item is coming in extremely higher than anticipated, which is great. Clerk Doane stated she ran some history reports on this and we are simply just getting substantially more than in previous years.

Reported that we have collected \$900.00 in booth rental and \$500.00 in ad sales for Eminence Day thru May 31<sup>st</sup>.

Reported that the CDBG portion of the sewer plant expansion project has been requested for closeout at the state level after holding the required public hearing.

Clerk Doane requested authorization to transfer funds and close three bank accounts as they are no longer needed. The two Public Holding Accounts balances will be transferred into the City of Eminence Sinking Fund-Fire Truck account and the Forfeiture/Seizure Account balance will be transferred into the Police Department Equipment Account. Motion by Member Troxell and seconded by Member Mason to authorize Clerk Doane to transfer as indicated above and close the City of Eminence Public Holdings Corp. Account with funds of \$11.60; the City of Eminence Public Holdings Corp. Depreciation Reserve Account with funds of \$21,540.68; and the City of Eminence Police Department Forfeiture/Seizure Account with funds of \$9.28. On a call for vote by Clerk Doane, all members present voted “Yea”.

**Subject: Quarterly Financial Statement** - Clerk Doane and Mayor Stephens reviewed the quarterly budget comparison financial reports for the quarter ending 3-31-15 with Council.

**Subject: Budget Line Item Changes** - Clerk Doane reviewed proposed line item changes needed within various departments to allow for correction of overages for the current budget fiscal year ending June 30, 2015. No net changes within departments. Motion made by Member Meadows and seconded by Member Troxell to adjust the line item changes as proposed (copy attached to minutes). On a call for vote by Clerk Doane, all members present voted “Yea”.

**Subject: Fire Department Report** – Member Meadows reviewed the Fire Department report with council which showed fourteen total runs and special details in May for total man-hours of approximately seventy-two. Member Meadows reported that approximately \$27,700.00 was collected by the Department for the crusade with two local businesses donating \$10,000.00 and \$5,000.00 respectively. The County total was around \$70,000.00. The donations were made in honor of Chief Lucas. Member Meadows reported that the Department will be applying for the

state aid money and if received, to put it into a special account that will need to be opened for future purchase of specific equipment or vehicles.

**Subject: Festivals Update** – Member Troxell reported that the plans for Eminence Day are progressing along with the committee to meet again tomorrow night at 7:00 p.m. They are looking at a new route and starting place for the parade.

**Subject: Parks Update** – Mayor Stephens stated that the police are patrolling at the Park more, due to recent problems and complaints. Mayor Stephens reported that he has been approached by citizens that a handicapped ramp is need at the Park. Attorney Brammell has been researching the requirements for him on this installation. Handicapped individuals can use the pavilions as they are now, but he is proposing to install a small ramp from the parking lot to the first pavilion with the tower repair concrete person agreeing to do the small ramp when they work on the tower. Consensus of council to proceed with this installation of a ramp.

### **NEW BUSINESS:**

**Subject: Planning and Zoning Board Appointment** – Mayor Stephens reported he was asked to appoint someone to the planning and zoning board quickly to replace Rob Goss who had to give it up. He asked Carol Spreitzer to serve and she agreed and has already attended the training. Motion made by Member Troxell and seconded by Member Mason to ratify the Mayor's appointment of Carol Spreitzer to serve as our representative on the Planning and Zoning Board. On a call for vote by Clerk Doane, all members present voted "Yea".

**Subject: PVA Appeals Board** – Mayor Stephens reported he was also asked to appoint someone to the PVA Appeals Board quickly as Jennifer Yount's term had expired. He asked George McDannold to serve and he agreed. Motion made by Member Mason and seconded by Member Troxell to ratify the appointment of George McDannold to the PVA Appeals Board. On a call for vote by Clerk Doane, all members present voted "Yea".

**Subject: Resolution Approving Wastewater Treatment Project Expenses** – Council reviewed a resolution to approve invoices on the wastewater treatment plant project payable to Community & Economic Development Associates (CEDA) in the amount of \$3,000.00. This invoice will be the final payment from the CDBG funds and will close that portion of the project out. Motion made by Member Troxell and seconded by Member Meadows to approve Resolution No. 2015-005 as presented approving the invoice for payment as presented. On a call for vote by Clerk Doane, all members present voted "Yea".

**Subject: Interlocal Agreement** – Attorney Brammell and Clerk Doane reviewed a proposed interlocal agreement between Eminence, Campbellsburg, New Castle, and Pleasureville which would allow the other cities' employees to be included on our billing for payment of voluntary payroll deductions. They would not be on the City's payroll and there would be no cost to Eminence involved. We would simply be mailing their respective checks along with ours each month. Motion made by Member Troxell and seconded by Member Mason to authorize and approve this interlocal agreement as presented. On a call for vote by Clerk Doane, all members present voted "Yea". This agreement will have to be approved by the State once all cities have voted on it.

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

**Subject: Mayor's Update** – Mayor Stephens reported he wants to get the code enforcement board established again as he cannot continue to try and enforce the property ordinance by himself. His goal is to have this set back up by next spring. There are so many properties in town that have no gutters, have bad roofs, and have abandoned vehicles; just to name a few of the problems. This doesn't even include all the grass problems. Hopefully he will bring more to the next meeting. He also believes we might need to redo our property ordinance.

Mayor Stephens presented council with a proposal from Donan Engineering to do an evaluation of the structural integrity of the Police/Fire building as it is falling down in the back. This is a short form agreement with the estimated cost to be \$1,250.00. Discussion held including liability issues either way. Attorney Brammell stated he has reviewed the agreement and has no concerns. Motion made by Member Meadows and seconded by Member Armstrong to authorize the Mayor to entire into the short form agreement with Donan Engineering Company, Inc. to perform a structural study on the Police/Fire building in an amount not to exceed \$1,750.00.

**Subject: Council New Business** – None.

**Subject: Warrants** - The warrants for payment were presented and reviewed. Mayor Stephens commented that he did hire someone to mow a yard on Shadyview with Wells Fargo to reimburse us. There is also a tree in this yard that we will be working on to keep it off the neighbors. Motion made by Member Mason and seconded by Member Meadows to approve the warrants for payment as presented. On a call of vote by Clerk Doane, all members present voted “Yea”.

Mayor Stephens inquired about the consumer confidence report being advertised in the paper. He stated he thought we no longer needed to advertise this as long as we put it on the website and notified people that a copy was available. Attorney Brammell will check into this.

**Subject: Closed Session** – None needed.

With no further business to be discussed, motion made by Member Meadows and seconded by Member Troxell to adjourn. All members present voted “Yea”. Meeting adjourned at 8:15 p.m.

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DRANE STEPHENS, MAYOR  
CITY OF EMINENCE, KENTUCKY

ATTEST: \_\_\_\_\_  
SANDRA A. DOANE, CITY CLERK  
CITY OF EMINENCE, KENTUCKY