

MAYSVILLE BOARD OF COMMISSIONERS

Thursday, 10 March 2016; 5:15 p.m.

REGULAR MEETING

Maysville Municipal Building

The Board of Commissioners of the City of Maysville, Kentucky met in a regular meeting on Thursday, March 10, 2016 at 5:15 p.m. at the Maysville Municipal Building. Present: Commissioner Judy Pfeffer, Commissioner Kelly Ashley, Commissioner Robert Boone, Commissioner Victor McKay, and Mayor David Cartmell. Also present: City Manager Ray Young, Asst. City Manager/Zoning Administrator Matt Wallingford, City Clerk Lisa Dunbar, City Attorney Sue Brammer, Comptroller Penny Stanfield, Projects Coordinator David Hord, Police Chief Ron Rice, Fire Chief Kevin Doyle, Asst. Comptroller/HR Director Karen Cracraft, Utility Manager Eddie Wenz, Tourism Director Suzie Pratt, Public Works Director Rick Truesdell, Building Official Wells, and Codes Officer Nicole Jones, and Asst. City Attorney Kelly Caudill. Others present: The Ledger Independent, The Maysville Mercury, and WFTM.

MINUTES & REPORTS

Motion by Commissioner Ashley, second by Commissioner Pfeffer to approve the minutes of the Feb. 11, 2016 City Commission meeting and department reports as submitted. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

APPOINTMENTS & REAPPOINTMENTS

The Mayor made the following recommendations for reappointment:

- Pat Greifenkamp, Housing Commission, term to expire 3/13/16
- Jean Black & Ann Johnson, Human Rights Commission, term to expire 3/9/19

Motion by Commissioner McKay, second by Commissioner Boone to approve the reappointments of Pat Greifenkamp, Jean Black and Ann Johnson. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

PROMOTIONS: POLICE DEPARTMENT

The following memorandum was presented to the Board of Commissioners:

From: Chief Rice
Subject: Promotions
To: Honorable Mayor and City Commissioners
Date: February 22, 2016

Request probationary officers Christopher Padelford and Jesse Pollitt be elevated to PO-1 status. Both individuals completed basic law enforcement training on January 16, 2015, followed by a rigorous twelve week training officer program; and a one year probationary period which has successfully been completed.

Both officers were recognized for and awarded the physical fitness excellence award while in training in Richmond.

I anticipate these officers will continue to be an asset to the department.

Respectfully,

Ronald J. Rice
Chief

Motion by Commissioner Boone, second by Commissioner Ashley to approve the promotions of Christopher Padelford and Jesse Pollitt. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

PROMOTIONS: FIRE DEPARTMENT

The following memorandum was presented to the Board of Commissioners:

To: City Manager Ray Young, Mayor Cartmell, and City Commission
From: Fire Chief Kevin Doyle
RE: Josh Figgins Promotion
Date: March 7, 2016

Josh Figgins was hired in September of 2014 and has done an excellent job as a firefighter/paramedic. His ability to learn new things about the fire service and lead others is second to none. Last summer he attended a 40 hour recruit class hosted by the Kentucky Fire Commission and has become very knowledgeable about the Maysville Fire Department and how we operate. I have no doubt he will continue to be an asset to the City of Maysville for years to come and therefore, I recommend his promotion from probationary firefighter, to regular firefighter status.

Motion by Commissioner Ashley, second by Commissioner Boone to approve the promotion of Josh Figgins. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

DISCUSSION: COLUMBIA GAS

Columbia Gas Field Engineer David Lemons addressed the Board of Commissioners to explain an upcoming project to replace aging steel and cast iron gas lines on US 68 from

Bon Haven Drive onto Lexington Pike, Edgemont Drive and a portion of Woodland Drive. The project is to begin in April and take approximately four months to complete. Traffic delays and road closings will occur. Road closures and traffic delays may be required. A letter has been sent to residents regarding the project; see Attachment A.

DISCUSSION: FESTIVAL FUNDING

Motion by Commissioner Boone, second by Commissioner Ashley to support local festivals with in-kind funding only. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Abstain: Commissioner Boone, Motion passes.

RESOLUTION AUTHORIZING APPLICATIONS FOR CRUMB RUBBER GRANT

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 16-14**

**RESOLUTION AUTHORIZING
APPLICATION FOR CRUMB RUBBER GRANT**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to apply for Crumb Rubber Grant.

Mayor Cartmell said that he had seen news reports that some crumb rubber is toxic. City Manager Young said that it will only be used in landscaping, not on playgrounds.

Motion by Commissioner Ashley, second by Commissioner Boone to adopt Resolution 16-14 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION RE: TRANSIT PROCUREMENT 16-15

Stricken from agenda

RESOLUTION AWARDING CONTRACT FOR STREET SWEEPING

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 16-16**

RESOLUTION AWARDING BID FOR
STREET SWEEPING

WHEREAS, the City of Maysville advertised for bids in accordance with plans and specifications as follows:

- A. Street Sweeping
- B. Advertised: February 22, 2016
- C. Bid opening: March 2, 2016

WHEREAS, the following bids were received:

- | | |
|------------------------------------|---------------------|
| 1. Contract Sweepers and Equipment | \$1,376 for 8 hours |
| 2. Contract Sweepers and Equipment | \$975 for 8 hours |
| 3. Maysville Materials | \$1,450 for 8 hours |

WHEREAS, the Public Works Director has have recommended the acceptance of the above bid,

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, as follows:

1. The bid of Contract Sweepers and Equipment in the sum of \$1,376 for eight hours once a month for the subject contract described above is hereby accepted on behalf of the City of Maysville.
2. The Mayor is hereby authorized and directed forthwith to execute all contractual documents necessary or appropriate to effectuate acceptance of said bid and to consummate the contract on behalf of the City of Maysville.

Motion by Commissioner Pfeffer, second by Commissioner McKay to adopt Resolution 16-16 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION AUTHORIZING DEPOT AND SIDEWALK GRANT

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE**

Resolution No. 16-17

**RESOLUTION AUTHORIZING
AGREEMENT FOR MAYSVILLE DEPOT AND SIDEWALK REHAB**

WHEREAS, the federal-aid highway program state administered funding was awarded the amount of \$636,000; and

WHEREAS, this amount will be authorized in phases as federal requirements are met for the Maysville Depot and Sidewalk Rehab Project,

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to sign the agreement between the Commonwealth of Kentucky Transportation Cabinet and the City of Maysville for Maysville Depot and Sidewalk Rehab as well as any other necessary documents related to the project.

Motion by Commissioner Pfeffer, second by Commissioner Boone to adopt Resolution 16-17 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

ORDINANCE AMENDING NOISE ORDINANCE FOR NEW YEAR'S EVE

The following ordinance was presented to the Board of Commissioners upon first reading:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 16-16**

**AN ORDINANCE AMENDING
CODE OF ORDINANCES SECTION 190.03**

Summary

This Ordinance amends Code of Ordinances Section 190.03 to allow music to be played on December 31, 2016 from 10 p.m. to 12 a.m.

Motion by Commissioner Boone, second by Commissioner McKay to pass Ordinance 16-16 as presented upon first reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

ORDINANCE AMENDING INVESTMENT POLICY

The following ordinance was presented to the Board of Commissioners upon second reading:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 16-13**

AN ORDINANCE AMENDING INVESTMENT POLICY

Summary

This Ordinance amends Code of Ordinances §132.02 (B) (1) to include the cemetery funds.

Motion by Commissioner Pfeffer, second by Commissioner McKay to adopt Ordinance 16-13 as presented upon second reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

ORDINANCE AMENDING PAY SCALE

The following ordinance was presented to the Board of Commissioners upon second reading:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 16-15**

AN ORDINANCE AMENDING PAY PLAN FOR CLASSIFIED
CITY EMPLOYEES AND NON-ELECTED OFFICIALS FOR
SERVICES RENDERED BEGINNING 1 MARCH 2016.

Summary

This Ordinance amends the pay plan for regular City employees and non-elected officials by job classification to add a job classification for Assistant Manager.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF MAYSVILLE, KENTUCKY, that the pay plan attached hereto as **EXHIBIT A** is amended to add the job classification of Assistant City Manager.

Motion by Commissioner Pfeffer, second by Commissioner Ashley to adopt Ordinance 16-15 as presented upon second reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Nay: Commissioner Boone, Motion passes.

MEMO FROM ASSISTANT CITY MANAGER

Asst. City Manager Wallingford had sent a memo (Attachment B) to City Commission addressing an item in City Ordinance restricting outside business by the Assistant City Manager. Wallingford said that he would like the Commissioners' permission to mow a few yards. Mayor Cartmell said that Wallingford should refrain from mowing for any City employee or anyone who does business or might do business with the City.

Motion by Commissioner Pfeffer, second by Commissioner Ashley permitting Asst. Manager Wallingford to have a mowing business outside City Hall business hours. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

CLOSED SESSION

Motion by Commissioner Pfeffer, second by Commissioner McKay to go into closed session pursuant to KRS 61.810(1)(f) to discuss disciplinary action. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

Motion by Commissioner Pfeffer second by Commissioner McKay to return to open session. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

ADJOURNMENT

Motion by Commissioner Pfeffer, second by Commissioner McKay to adjourn. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.


MAYOR

CITY CLERK

Attachment A

January 27, 2016

Dear Valued Customer,

In a continuing effort to provide you with safe and reliable service, Columbia Gas of Kentucky is upgrading the pipeline system in many parts of our service area. Last year, we invested nearly \$15 million in pipeline replacement projects across our 30-county service area.

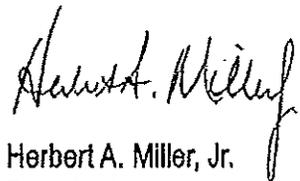
Because the natural gas infrastructure in your neighborhood is nearing the end of its useful operating life, we are proactively replacing the main and service lines with new, state-of-the-art materials. The project will include the installation of 4,991 feet of plastic pipe to replace 1,098 feet of bare steel pipe and 3,773 feet of cast iron pipe. The new pipe is made of plastics that contract and expand to adjust to shifting temperatures and bend to the contour of the earth around them. That means it lasts longer and requires less maintenance.

In the coming months, Columbia Gas and its contractor, C.J. Hughes, will be working in the area of Edgemont Road in Maysville. This project may require partial lane and/or sidewalk closures and may cause traffic delays.

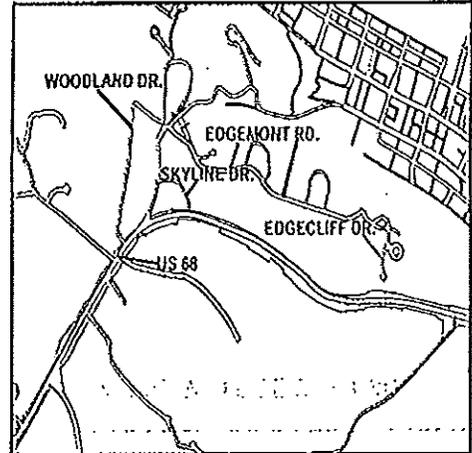
A map of the area and more information is to the right. A list of frequently asked questions is on the back of this sheet.

We appreciate your patience and understanding as this important project is completed.

Sincerely,

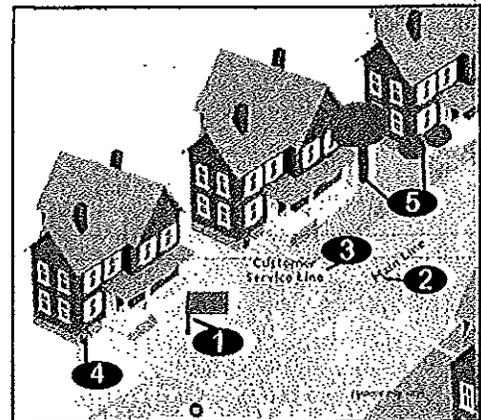

Herbert A. Miller, Jr.
President

WHERE WE'LL BE WORKING



Our crews will be replacing main and service lines on Edgemont Road, Skyline Drive, Woodland Drive and a portion of U.S. 68.

WHAT WE'LL DO



1. MARK the existing utilities with flags, stakes and paint.
2. REPLACE the main line, which usually runs beneath your street or sidewalk.
3. REPLACE the service lines, which run from the main line to your home or business.
4. RELOCATE gas meters, when applicable. This allows our technicians easy access to your meter in case of an emergency.
5. RESTORE your property to the same or better condition.

FREQUENTLY ASKED QUESTIONS

Why is Columbia Gas of Kentucky replacing the natural gas lines in my neighborhood?

Columbia Gas of Kentucky is committed to ensuring safe and reliable natural gas delivery at your home or business. Just like other important parts of the infrastructure in our communities, such as highways and bridges, age and condition can impact safety and reliability. While the current system has performed well, it is now time to replace the aging cast iron and bare steel pipes with specially-designed, long lasting pipes that will serve our customers for many years to come.

What can I expect?

You will first notice Columbia representatives conducting preliminary work in your neighborhood to ensure the pipeline is installed in the least invasive way possible. This process includes making a video recording of the sewer system, locating and marking various underground facilities such as water and cable, and surveying work to verify property lines. We will also make a video recording of the entire construction path to document the condition of sidewalks, driveways, curbs, etc. to ensure any needed repairs will be made accurately. When the replacement work begins, our crews will sometimes set up a secured, temporary staging area where supplies and equipment for the project are stored while work is underway. Construction will primarily take place from about 8:30 a.m. until approximately 5:30 p.m. Monday through Friday. Gas service may be briefly interrupted while these activities are completed. When your gas service has to be interrupted, our crews will contact you to schedule a time to gain access to your property to test your house lines, check natural gas appliances and re-establish your service once the work is complete and no leaks or other problems are detected.

How long will this take?

Many factors, including weather, can impact the construction schedule for this project. Our goal is to complete this project in a timely manner and minimize your inconvenience. Be sure to "like" us on Facebook (<https://www.facebook.com/columbiagasofkentucky>) and follow us on Twitter (@ColumbiaGasKy) for updates, tips and more.

How can I identify Columbia Gas of Kentucky employees and contractors?

All employees and contractors carry an identification card with their name, photograph and identification number. Our associates will be happy to show their ID for verification purposes.

Why do you need to move my meter?

Relocating meters, especially indoor meters, eliminates the risk of shut-off due to access issues and provides first responders (including the police and firefighters) with easy access to your meter in an emergency. This is a safety enhancement and a convenience to our customers. This service may not be applicable to your home, building or neighborhood.

How will I be notified about my service line installation or meter move-out?

After the main line is installed, a Columbia representative will contact you directly at your residence to coordinate service line installation and meter relocation. If you are not home, a door tag will be left with contact information for a local Columbia representative. Please note that it is important to contact us and make arrangements to meet us at your property as quickly as possible to avoid delays on the project.

Will you need to dig up my yard, sidewalk or driveway--and if so, who's going to fix it?

Columbia Gas and our contractor have carefully planned this project to minimize the inconvenience to you and your family. For example, underground boring -- instead of digging trenches -- will be used whenever possible to minimize excavation on the surface. When underground boring is not possible, temporary excavations affecting sidewalks, driveways and/or lawns may be necessary. In these situations, please be assured that Columbia Gas will restore any landscaping or disruptions to property that occur as a result of the work as soon as weather permits. Initial restoration, such as leveling of surfaces, will be completed as the project progresses. Typically, our restoration crews will work on the heels of our construction crews to restore the roadway paving, sidewalks and landscaping as soon as lines are installed, but sometimes all construction work in your area must be completed before restoration begins. Our goal is to keep our work area on your street and property as safe and neat as possible. If you have questions or concerns about the restoration of your property, please contact us.

What if I live in a historical district?

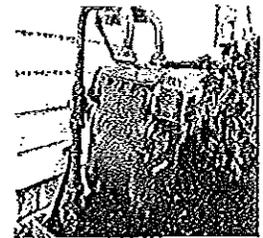
Columbia Gas coordinates with local historic preservation officials to ensure that our work complies with local guidelines and restrictions and permitting requirements.

How can I get answers to my specific questions?

Please contact Doug Kinder, our construction specialist, at (859) 983-9668 or call our Pipeline Replacement Answer Line at (859) 288-6355 or toll free at (800) 562-8970 (Option 3, Ext. 6355) and leave your name, address, phone number and question. This voice mailbox is checked frequently, and we will respond promptly.

What if I smell gas while you're working?

Always evacuate the area where you smell the natural gas immediately, and then call 911 or our 24-hour emergency hotline at 1-800-432-9515 from a safe distance.



Follow Us 
& Like Us 

Get safety tips, pipeline project updates, energy savings tips and more at www.facebook.com/ColumbiaGasKentucky and @ColumbiaGasKy

CALL 811 BEFORE YOU DIG.
ALWAYS.
IT'S THE LAW.



MEMORANDUM

TO: MAYOR AND CITY COMMISSIONERS
FROM: MATT WALLINGFORD
SUBJECT: OUTSIDE EMPLOYMENT
DATE: MARCH 7, 2016
CC: CITY MANAGER & CITY ATTORNEY

I am respectfully asking your permission to engage in business outside of my regular duties as your Assistant City Manager/City Manager. I would like to provide landscaping services to a few individuals over the course of the year. Our ordinances require that I get your permission; and in the spirit of being completely transparent, I am cordially asking permission to do so. These activities will have ZERO impact on my City duties and job performance.

I have respectfully asked Ray to had this item to Thursday's agenda.