

MAYSVILLE BOARD OF COMMISSIONERS

Thursday, 12 November 2015; 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, Nov. 12, 2015 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, City Clerk Lisa Dunbar, City Attorney Sue Brammer, Comptroller Penny Stanfield, Projects Coordinator David Hord, Police Chief Ron Rice, Fire Chief Eric Bach, Asst. Comptroller/HR Director Karen Cracraft, Utility Manager Eddie Wenz, Tourism Director Suzie Pratt, Public Works Director Rick Truesdell, Zoning Administrator Matt Wallingford, 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 Pfeffer, second by Commissioner Boone to approve the minutes of the October 10, 2015 meeting and department reports 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.

PUBLIC COMMENT

Kirby Bennett addressed the Commission asking if the new sewer project would continue and prevent sewage back up on his Wood Street property. Water Manager Wenz said that was not in the plan for this phase, City Manager Young asked that the engineer be contacted to see how the problem could be solved.

APPOINTMENTS & REAPPOINTMENTS

The following recommendations were presented to the Board of Commissioners:

Gerry Schumacher to CVB; Chamber of Commerce recommendation to replace Kelly Clarke Pam Fulton to CVB; to replace Norbert Gallenstein

Motion by Commissioner Ashley, second by Commissioner Pfeffer to approve the appointment of Gerry Schumacher and Pam Fulton to the CVB. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

APPOINTMENT: COMMUNICATIONS

The following memorandum was presented to the Board of Commissioners:

Date: November 4, 2015
From: Communications Supervisor
Subject: Employment of Dispatcher
To: Honorable Mayor and Commissioners

I would like to request the employment of Quinton A. Smoot, as a dispatcher with the Maysville Police Department 911 Dispatcher Center. Starting date of November 16, 2015. Quinton has successfully completed all aspects of the City's hiring process as well as pre-employment requirements set forth by the Department of Criminal Justice Training Telecommunicator Professional Standards.

Respectfully,
Kenneth Adamson
Communications Supervisor
Maysville Police Department

Motion by Commissioner McKay, second by Commissioner Pfeffer to approve the appointment of Quinton A. Smoot to the Dispatch Center. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

REPORT: BRANDING COMMITTEE

Mike Thomas, committee chair, reported that after more than a year of research and consideration, the Branding Committee has chosen four possible logos to present to the public for consideration. The public will be able to voice opinions and vote for their favorite in the coming weeks.

DISCUSSION: VACANT PROPERTY ORDINANCE

City Attorney Brammer said that banks had contacted her with concerns over the ordinance because they might not have ownership of a property during the foreclosure process to be able to legally enter them so she removed banks from the list of property owners which would have to register vacant properties. The ordinance is simply a tool to aid codes enforcement in tracking down and working with owners of problem property. Commission agreed to a first reading in December.

DISCUSSION: ORDINANCE ESTABLISHING CHAPTER 202, PAINT FUMES

Residents near an auto body paint shop on the east end had complained about paint fumes. Commissioner Boone said that the Division of Air Quality had been notified and he felt that it should be left to them rather than enacting an ordinance.

ACCEPTANCE OF MOA FROM MASON COUNT FISCAL COURT

The following letter was read for the record:

Mason County Fiscal Court

JOSPEH P. PFEFFER
JUDGE EXECUTIVE

RICHARD NEWBERRY
DEPUTY JUDGE EXECUTIVE

JOHN F. ESTILL
COUNTY ATTORNEY

JUDITH A. BIRT
ADMINISTRATIVE ASSISTANT



October 19, 2015

Sue Brammer, City Attorney
City of Maysville
215 Court Street
Maysville, KY 41056

RE: Maysville Industrial Sewer Line Extension Project

Dear Sue:

Buffalo Trace Area Development District, having advertised for 'Request for Proposals' for the proposed Maysville Industrial Service Line Extension Project, received nine responses. Tetra Tech scored the highest and was requested to submit a fee schedule for said project. A copy of the proposal is enclosed.

Before application can be made to Rural Development for funding assistance, a preliminary engineering report must be completed. The cost of the preliminary report is \$21,500.

The Mason County Fiscal Court supports and endorses the project. At the October 13, 2015 meeting of the Fiscal Court, approval was authorized to incur the expenses for the Preliminary Engineering Report in the amount of \$21,500, to be paid from Landfill account funds.

If you have any questions or request additional information, please contact me.

Sincerely,

Joseph P. Pfeffer
Mason County Judge/Executive

JPP:jab

Enclosures

cc: Ray Young, City Manager

COMMISSIONERS: ANNETTE WALTERS PHIL DAY JOSEPH MCKAY

221 STANLEY REED COURT STREET MAYSVILLE, KENTUCKY 41056
PHONE: 606-564-6706 FAX: 606-564-7315

RESOLUTION AWARDING ENGINEERING CONTRACT FOR LANDFILL SEWER LINES

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-97**

**RESOLUTION AWARDING ENGINEERING CONTRACT FOR INDUSTRIAL SEWER
LINE EXTENSION PROJECT**

WHEREAS, Buffalo Trace Area Development District advertised for request for proposals for engineering services for the proposed Maysville Industrial Service Line Extension Project, and

WHEREAS, Buffalo Trace Area Development District received nine responses and Tetra Tech scored the highest,

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is authorized and directed to enter into an engineering contract with Tetra Tech for a fee of \$21,500.

Motion by Commissioner Pfeffer, second by Commissioner Ashley to adopt Resolution 15-97 with the change of amount from \$250,000 to \$21,000. 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 MAYOR TO SIGN LOAN APPLICATION FOR SEWER
LINE

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-98**

**RESOLUTION AUTHORIZING LOAN APPLICATION FOR SEWER LINE EXTENSION
PROJECT**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to sign a loan application to USDA Rural Development Authorities to borrow funds for the sewer line extension project.

Motion by Commissioner Pfeffer, second by Commissioner Ashley to adopt Resolution 15-98 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 AWARDING CONTRACT FOR WATER STORAGE TANK 15-99

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-99**

RESOLUTION AWARDING BID FOR WATER STORAGE TANK

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

- A. Industrial Park Elevated Tank and Fire Pump Station
- B. Advertised: _____, 2015
- C. Bid opening: October 27, 2015

WHEREAS, the following bids were received:

- | | |
|-------------------------|--------------|
| 1. Caldwell Tanks, Inc. | \$1,371,000. |
| 2. Phoenix Fabricators | \$1,404,614 |

WHEREAS, Strand Associates, Inc. and the City Manager 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 Caldwell Tanks, Inc. in the sum of \$1,371,000 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 15-99 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 MEMORANDUM OF AGREEMENT FOR MAYSVILLE
RENAISSANCE STREETScape PROJECT

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-100**

**RESOLUTION AUTHORIZING MEMORANDUM OF AGREEMENT
FOR MAYSVILLE RENAISSANCE STREETScape PROJECT**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute a memorandum of agreement between the Commonwealth of Kentucky Department for Local Government, and the City of Maysville, Kentucky for a grant of \$4,634.97 for Maysville Renaissance Streetscape project.

Motion by Commissioner Pfeiffer, second by Commissioner Boone to adopt Resolution 15-100 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeiffer, Commissioner Ashley, Commissioner Boone, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION RE 911 RADIO GRANT

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-101**

RESOLUTION RE 911 RADIO GRANT

**RESOLUTION AUTHORIZING AGREEMENT WITH KENTUCKY OFFICE OF
HOMELAND SECURITY FOR 911 RADIO GRANT AND ESTABLISHING
PROCUREMENT POLICY FOR ANY KOHS APPROVED PROJECT FOR THE FY-2015
APPLICATION CYCLE.**

WHEREAS, the City of Maysville, Kentucky desires to make an application for United States Department of Homeland Security and/or Commonwealth of Kentucky funds for a project to be administered by Kentucky Office of Homeland Security;

WHEREAS, it is recognized that an application for and approval of Kentucky Office of Homeland Security funds impose certain obligations and responsibilities upon the City;

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute all required documentation, including a memorandum of agreement, as may be required by KOHS for the furtherance of the above-referenced project and to act as the authorized correspondent for said project.

For the purpose of any KOHS funded projects using FY-2015 funds the City will use the provisions of KRS 45A for the purchase of equipment and/or services. For any equipment and/or services under \$20,000, three (3) quotes will be obtained. For any equipment and/or services that exceeds \$20,000, the provisions of KRS 45A will apply.

Motion by Commissioner Pfeffer, second by Commissioner Ashley to adopt Resolution 101 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 INDUSTRIAL PARK EXPENSES

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-102**

RESOLUTION RE INDUSTRIAL PARK EXPENSES

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor, is hereby authorized and directed to write a letter to Maysville-Mason County Industrial Development Authority Board requesting that it assume the responsibilities for mowing the Industrial Park properties and the electric bill for lighting the main sign for Industrial Park 3.

Motion by Commissioner Ashley, second by Commissioner Pfeffer to adopt Resolution 15-102 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 ANNUAL LETTER OF COMMITMENT FOR KENTUCKY
MAIN STREET PROGRAM

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 15-103**

A RESOLUTION AUTHORIZING ANNUAL LETTER OF COMMITMENT FOR THE
KENTUCKY MAIN STREET PROGRAM

WHEREAS, the City of Maysville, Kentucky, realizes the importance of participating in the Kentucky Main Street Program; and

WHEREAS, the City is required to execute an Annual Letter of Commitment providing that it will employ a local Main Street director, maintain an organization focused on downtown revitalization, budget necessary funds, provide reports, attend training, maintain a historic preservation ethic, and maintain community support,

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor, Chair of the Renaissance Committee, and Matt Wallingford are hereby authorized and directed to execute and deliver the Annual Letter of Commitment required for certification by the Kentucky Main Street Program.

Motion by Commissioner Boone, second by Commissioner McKay to adopt Resolution 15-103 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.

APPROVAL OF COMMITTEE TO REVIEW RESUMES FOR CITY MANAGER

City Manager Young said resumes will be accepted through Dec. 4, 2015, and recommended the committee consist of two commissioners, the comptroller, and himself. Mayor Cartmell said that other towns include the Mayor and Vice Mayor on such committees and he'd like to serve along with Vice Mayor McKay. City Manager Young agreed. Commissioner Pfeffer asked for confirmation that the entire commission would be involved in interviews, and City Manger Young said it would. The resume committee would recommend a number of individuals to be interviewed, and the full commission would conduct the interviews.

DISCUSSION: GARBAGE COLLECTION ORDINANCE

Commissioner McKay said he was concerned about the wording in the ordinance because it sounded as though the City was dictating how the Utility Commission would collect fees. City Attorney Brammer explained that the use of the word "may" rather than "will" prevents that.

ADJOURNMENT

Motion by Commissioner Boone, second by Commissioner Ashley 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