

MAYSVILLE BOARD OF COMMISSIONERS  
Thursday, 12 April 2018  
REGULAR MEETING  
Maysville Municipal Building

The Board of Commissioners of the City of Maysville, Kentucky met in a regular meeting on Thursday, April 12, 2018 at 5:15 p.m. at the Maysville Municipal Building. Present: Commissioner Schumacher, Commissioner Judy Pfeffer, Commissioner Kelly Ashley, Commissioner Victor McKay, and Mayor David Cartmell. Also present: City Manager Matt Wallingford, City Clerk Lisa Dunbar, City Attorney Sue Brammer, Comptroller Penny Francis, Projects Coordinator David Hord, Police Chief Ron Rice, Fire Chief Kevin Doyle, Asst. Comptroller/HR Director Karen Cracraft, Public Works Director Mike Barbee, Zoning Administrator George Larger, Building Official Gary Wells, Codes Officer Nicole Brooks, Main Street Director Caroline Reece, Utility Manager Darren Garrison, and Asst. City Attorney Kelly Caudill. Absent: Tourism Director Suzie Pratt.

MINUTES & REPORTS

**Motion** by Commissioner Schumacher, second by Commissioner Pfeffer to approve the minutes of the March 8 and April 2 minutes and department reports as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

PUBLIC COMMENT

Norbert Gallentstein, owner of O'Rourke's Pub, requested that the Board of Commissioners deny the upcoming request by Terry Stamper for approval of his retirement. The request was met with much laughter.

RESIGNATION: TOURISM

See ATTACHMENT A

**Motion** by Commissioner McKay, second by Commissioner Pfeffer to accept the resignation of Suzie Pratt as Tourism Director. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RETIREMENT: PUBLIC WORKS

See ATTACHMENT B

**Motion** by Commissioner Pfeffer, second by Commissioner McKay to accept the retirement letter of Terry Stamper. Upon call of roll, voting is as follows: Voting aye: Commissioner Pfeffer,

Commissioner Ashley, and Mayor Cartmell, Voting nay: : Commissioner Schumacher and Commissioner McKay, Motion passes.

RESIGNATION: COMMUNICATIONS

See ATTACHMENT C

**Motion** by Commissioner Ashley, second by Commissioner Schumacher to accept the resignation of Kelly Thomas from Communications. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

PROMOTIONS: FIRE DEPARTMENT

See ATTACHMENT D

**Motion** by Commissioner Pfeffer, second by Commissioner Schumacher to approve the promotions of Kyle Swearingen and Michael Vondruska from probationary to regular employee in the Fire Department. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

PROMOTION: POLICE DEPARTMENT

See ATTACHMENT E

**Motion** by Commissioner McKay, second by Commissioner Ashley to approve the promotion of Paul D. Mellenkamp to the rank of Sergeant. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

UPDATE: FOREST AVENUE PARK

City Manager Wallingford explained to the Board of Commissioners that there has been a setback on the developing the new park. The City has obtained title to the property, but approval had to wait on an environmental assessment, which will push the project back to the fall. Public works will begin some clean up within 10 days, however.

DISCUSSION: AUTOMATED TRASH COLLECTION

Representatives from Best Equipment explained that automated trash collection is less expensive because it replaces up to six employees with just one, and it is much safer so it reduces workers compensation claims. It also means the trash is dry and, therefore, lighter

weight so it reduces tipping fees. Best Equipment recently opened a service center in Louisville, which demonstrates to company's commitment to Kentucky. The packer would be purchased through a municipal lease program.

MOTION TO APPROVE AUDITORS

**Motion** by Commissioner Pfeffer, second by Commissioner Schumacher to approve contract with Baldwin CPAs as auditor for FY 2019. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION PROCLAIMING SUPPORT FOR MENTAL HEALTH MONTH

The following resolution was presented to the Board of Commissioners:

City of Maysville  
Commonwealth of Kentucky  
Resolution 18-29

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions, and

WHEREAS, there is a strong research that diet, exercise, sleep, and stress management can help all Americans protect their health and well-being, and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, protective lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental health problems and has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, LET IT BE RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY that May 2018 is Mental Health Month in the City of Maysville. By virtue of this Resolution, the Maysville Board of Commissioners call upon the citizens, government agencies, public and private institutions, business and schools in Maysville to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health,

and the need for appropriate and accessible services for all people with mental health conditions before Stage Four.

**Motion** by Commissioner Ashley, second by Commissioner McKay to adopt Resolution 18-29 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION AUTHORIZING OBSERVANCE OF NATIONAL PRESERVATION MONTH

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-30**

**RESOLUTION DECLARING  
NATIONAL PRESERVATION MONTH**

WHEREAS, historic preservation is an effective tool for managing growth, revitalizing neighborhood, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, we celebrate each May as National Preservation Month cosponsored by City of Maysville, the Kentucky Heritage Council, and National Trust for Historic Preservation;

NOW THEREFORE, BE IT RESOLVED BY THE City OF MAYSVILLE, KENTUCKY, that May 2018 is National Preservation Month and Kentucky Preservation Month.

**Motion** by Commissioner Schumacher, second by Commissioner Pfeffer to adopt Resolution 18-30 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION APPROVING HOMELAND SECURITY GRANT

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-31**

**RESOLUTION APPROVING  
HOMELAND SECURITY GRANT APPLICATION**

WHEREAS, the City 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.

The Mayor is hereby authorized to execute and furnish 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-2018 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 Schumacher, second by Commissioner Ashley to adopt Resolution 18-31 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

**RESOLUTION AUTHORIZING APPLICATION LETTER FOR FLOOD RISK REDUCTION FUNDS**

The following resolution was presented to the Board of Commissioners:

**CITY OF MAYSVILLE  
Resolution No. 18-32**

**RESOLUTION AUTHORIZING APPLICATION  
FOR FLOOD RISK REDUCTION FUNDS**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor's letter requesting rehabilitation assistance for the damage to the flood wall, pumps, levee, and appurtenances by high waters during February 15 through 28, 2018 is hereby approved.

**Motion** by Commissioner Schumacher, second by Commissioner Peffer to adopt Resolution 18-32 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeiffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION AUTHORIZING LETTER OF SUPPORT FOR FLOOD RISK REDUCTION FUNDS

The following resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-33

RESOLUTION AUTHORIZING LETTER OF SUPPORT  
FOR FLOOD RISK REDUCTION FUNDS

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to issue a letter of support for flood risk reduction funds.

**Motion** by Commissioner Ashley, second by Commissioner Schumacher to adopt Resolution 18-33 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeiffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION AUTHORIZING OBSERVANCE OF National Dispatchers Week

The following resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-34

RESOLUTION AUTHORIZING OBSERVANCE  
OF NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

WHEREAS, the dispatchers provide a valuable service to the City of Maysville and perform an essential service to the citizens of Maysville, in a profession that demands unique skills and dispatchers willing to make sacrifices such as working weekends and holidays, twenty four hours a day, seven days a week; and

WHEREAS, National Public Safety Telecommunicators Week is held every year during the second week of April to recognize telecommunications personnel in the public safety community for their service and commitment to their profession; and

WHEREAS, the week provides as opportunity to recognize the men and women who staff the Maysville E-911 center;

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the week of April 8-14 is declared National Public Safety Telecommunicators Week in the City of Maysville.

**Motion** by Commissioner Schumacher, second by Commissioner Pfeffer to adopt Resolution 18-34 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

**RESOLUTION AUTHORIZING LAW ENFORCEMENT PROTECTION PROGRAM GRANT APPLICATION**

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-35**

**RESOLUTION APPROVING  
LAW ENFORCEMENT PROTECTION GRANT APPLICATION**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute a grant application to Homeland Security for tasers for the police department

**Motion** by Commissioner Pfeffer, second by Commissioner Ashley to adopt Resolution 18-35 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

**RESOLUTION AUTHORIZING CONTRACT WITH ROYAL BLUE ENTERTAINMENT**

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-36**

**RESOLUTION AUTHORIZING CONTRACT  
WITH ROYAL BLUE ENTERTAINMENT**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute a contract with Royal Blue Entertainment to provide entertainment for the Simon Kenton Festival.

**Motion** by Commissioner Pfeffer, second by Commissioner Schumacher to adopt Resolution 18-36 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION AUTHORIZING LEASE WITH KCTCS FOR COLLEGE CAFÉ

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-37**

**RESOLUTION TO RENEW THE COX BUILDING  
LEASE WITH KCTCS**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute the lease renewal agreement with Kentucky Community and Technical College System for 12 months at an annual cost of \$6,000.

**Motion** by Commissioner Schumacher, second by Commissioner Pfeffer to adopt Resolution 18-37 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESOLUTION AUTHORIZING CORRECTED PAYMENT FOR SEWER LINE PROJECT

The following resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY  
CITY OF MAYSVILLE  
Resolution No. 18-38**

**RESOLUTION AUTHORIZING APPROVAL TO  
PAY LANDFILL SEWER LINE EXPENSES**


BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that \$393,206,58 of corrected expenses as received at the March 28, 2018 progress meeting for the Maysville Landfill Sewer Line Project are approved for payment.



**Motion** by Commissioner Ashley, second by Commissioner Pfeffer to adopt Resolution 18-39 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

ADJOURNMENT

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

A handwritten signature in cursive script that reads "David Cartmell". The signature is written in black ink and is positioned above a horizontal line.

MAYOR

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CITY COMMISSION



ATTACHMENT A  
CITY OF MAYSVILLE

3/27/2018

**SUZIE PRATT**  
Tourism Director  
suziepratt@maysvilleky.net  
info@maysvilleky.net  
www.cityofmaysville.com

*Dear Matt Wallingford and City Commission,*

*I would like to thank the City Commission, City Manager Matt Wallingford, and the Tourism Commission for giving me the opportunity to serve this community over the past 10 years.*

*Working for the City of Maysville has given me the passion to love our town and the people who have chosen Maysville to be their home.*

*I would like to say thank you to all the employees of the City of Maysville for their outstanding service and friendship. With their support and assistance my time with the City of Maysville has been an enjoyable one, and an honor.*

*To my department staff and guides, thank you from the bottom of my heart for all the hard work you have done at my request. Together we achieved greatness for tourism and the community.*

*I am proud of everything I and my staff have achieved and done while working for the City of Maysville, so it is with deep regret that I submit my notice of resignation from the City of Maysville and the Tourism Commission. My family and health are the forefront of why I am resigning my position as Tourism Director, and I know I leave this department in good hands.*

*My last day of employment will be May 14<sup>th</sup>, 2018. Please know that at anytime you are in need of my assistance during this transition, I will be readily available to assist.*

*Yours Sincerely*

*Suzie Pratt*

*Tourism Director*

March 15, 2018

To: Mayor & City Commission

After much consideration and anticipation, I have decided to retire from the City of Maysville effective June 1, 2018.

I would like to thank former city manager Dennis Redmond for giving me my start at the Public Works Dept. It has been a great experience and I am in hopes that the City can carry on in my absence.

Thank you and best of luck –



Terry Wayne Stamper

"The Mayor"

*Stop deduc. in June*

Lt. Michael Palmer  
Telecommunications Supervisor  
Maysville Police Department  
212 Government Street  
Maysville, Kentucky 41056

Dear Lt. Palmer,

I would like to inform you that I am resigning my position as Telecommunicator for the Maysville Police Department. My last day will be Friday, April 20, 2018.

The past five plus years have been very rewarding and a great learning experience. I've enjoyed working for you and the entire Department. Thank you for the assistance and support you have shown me and Dispatch.

I have accepted a position with Pretrial at the Mason County Detention Center. I'm sure our paths will cross again.

I wish you and everyone at the Maysville Police Department all the best!

Sincerely,

*Kelly Thomas*

Kelly Thomas

**MAYSVILLE FIRE DEPARTMENT**

216 BRIDGE STREET

MAYSVILLE, KENTUCKY 41056

(606) 564-2541 • Fax (606) 564-2543

kevindoyle@maysvilleky.net

**KEVIN DOYLE**  
Fire Chief

To: City Manager Matt Wallingford, Mayor Cartmell, and City Commissioners

From: Fire Chief Kevin Doyle

RE: Kyle Swearingen and Maxwell Vondruska

Date: April 06, 2018

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Kyle Swearingen and Maxwell Vondruska have completed the probationary period for the Maysville Fire Department. Both of these employees are exceptional firefighters and an asset to our community. It is my recommendation that both of these employees are promoted from probationary firefighter to regular employment status.

**Police Department**

**Ronald J. Rice  
Chief of Police**



**City of Maysville, Kentucky  
212 Government Street  
Maysville, Kentucky 41056  
Phone: 606-564-9411  
Fax: 606-564-9416**

April 11, 2018

From: Chief Rice


Subject: Sergeant Promotion

To: Honorable Mayor and City Commissioners

A promotion process was recently held for the position of police Sergeant. After combining the scores for the various aspects of the testing process officer Paul D. Mellenkamp achieved the highest score.

Paul is a six-year veteran of the police department a native of Maysville who graduated from Saint Patrick's, Maysville Community College and the Department of Criminal Justice. Officer Mellenkamp file contains accolades from both supervisors and community members. Most notably he is the officer appointed over the police department vehicles fleet.

Therefore, I respectfully request the promotion of Paul D. Mellenkamp to the rank of Sergeant effective Friday April 13, 2018.

  
Ronald J. Rice  
Chief