

MAYSVILLE BOARD OF COMMISSIONERS

Thursday, 23 April 2020: 4:45 p.m.

REGULAR MEETING

Maysville Municipal Building

Via Facebook Livestream

The Board of Commissioners of the City of Maysville, Kentucky met in regular session on Thursday, April 23, 2020 at 4:45 p.m. at the Maysville Municipal Building. Due to social distancing measures, the meeting was closed to all but essential personnel and livestreamed via Facebook for public viewing. Present were Commissioner Andrew Wood, Commissioner Jeff Brammer, Commissioner Kelly Ashley, Commissioner Victor McKay, and Mayor Charles T. Cotterill. Also present were City Manager Matt Wallingford, City Clerk Lisa R. Dunbar, City Attorney Kelly Caudill, Comptroller Penny Stanfield.

CONSENT AGENDA

- **Minutes:** Regular meetings on March 12 & 26, 2020
- **Department Reports:** Engineering Department, Utility Department, Treasurer/Finance, Codes Department, Main Street, Police Department, Fire Department, Public Works Department, City Clerk, Tourism Department

Motion by Commissioner Ashley, second by Commissioner Brammer to approve consent agenda. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

MUNICIPAL ORDER CHANGING DUE DATE FOR GROSS RECEIPTS LICENSE FEE

The following Municipal Order was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
MUNICIPAL ORDER No. 20-03

MUNICIPAL ORDER REGARDING THE EXTENSION OF THE PAYMENT DEADLINE FOR CERTAIN FEES AND TAXES AND WAIVER.

WHEREAS, the President of the United States and the Governor of Kentucky have both declared a state of emergency in response to the novel coronavirus (COVID-19) pandemic;

WHEREAS, the Mayor of the City of Maysville declared a State of Emergency on March 16, 2020 based upon the COVID-19 virus outbreak;

WHEREAS, on March 18, 2020 and directly in response to the nationwide effects of COVID-19, the Internal Revenue Service announced tax payment relief for federal tax returns that are due by April 15, 2020 by automatically extending the tax payment deadline until July 15, 2020;

WHEREAS, on March 30, 2020 Governor Beshear signed SB 150 which codified the authority of taxing districts to suspend collection of certain taxes during the state of emergency;

WHEREAS, the City of Maysville recognizes the local effects of the COVID-19 pandemic including the implementation of state and federal recommendations for social distancing, closing of businesses and businesses, and self-quarantining requests all in an effort to prevent the spread of this devastating virus;

WHEREAS, the City of Maysville further recognizes the financial impact on local businesses, its employees and the citizens resulting from both the state and federal recommendations and, more recently, the necessary actions implemented by Executive Order by Governor Beshear to reduce the spread of COVID-19 in the Commonwealth of Kentucky;

WHEREAS, in an effort to prevent any additional financial strain on the businesses and citizens of City of Maysville during these difficult times, the City of Maysville finds it to be in the best interests of the City to automatically extend the deadline for which receipts taxes are to be paid under Chapter 134 of the City of Maysville Code of Ordinances until July 15, 2020 or, if changed or altered by the federal government in the future, to the then current deadline and, additionally, to waive any interest or penalties for gross receipts tax balances paid on or before the extended due date; and

NOW, THEREFORE, BE IT ORDERED AS FOLLOWS

1. In order to combat the financial impact of the novel coronavirus (COVID-19) in the City of Maysville, the filing of returns and the payment of receipts taxes by an employer or business entity for a current filing obligation under Tax Years ending on or before December 31, 2019, and those employers or business entities with fiscal tax years ending on or before February 29, 2020, under Chapter 134 of the City of Maysville Code of Ordinances are hereby automatically extended to the same time established by the federal government and Internal Revenue Service, which is currently July 15, 2020. Should the federal government or the Internal Revenue Service change or amend these filing and payment deadlines, the City of Maysville adopts all future changes and incorporates any future deadlines into this Executive Order. No further action on behalf of any employer or business entity shall be required for this payment extension relief.
2. An employer or business entity who pays the receipts tax due on or before July 15, 2020 (or subsequent deadline adopted as set forth in Paragraph 1 hereinabove) shall not be liable for the penalties and/or interest in Chapter 134 of the City of Maysville Code of Ordinances. For any remaining unpaid gross receipts tax balance, the penalties and

interest set forth in Chapter 134 shall begin to accrue the day after the extension period established in Paragraph 1 above.

Motion by Commissioner Brammer, second by Commissioner McKay to adopt Municipal Order No. 20-03 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

RESOLUTION AUTHORIZING ACQUISITION OF 224 WOOD STREET

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 20-23

RESOLUTION AUTHORIZING
ACQUISITION OF 224 WOOD STREET

WHEREAS, Erma B. Vantine and Crystale Vantine Macias, want to donate 224 Wood Street, Maysville, Kentucky to the City of Maysville,

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute the Consideration Statement on the deed for 224 Wood Street, Maysville, Kentucky.

Motion by Commissioner McKay, second by Commissioner Ashley to adopt Resolution No. 20-23 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

RESOLUTION AUTHORIZING ACQUISITION OF 610 WOOD STREET

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 20-24

RESOLUTION AUTHORIZING
ACQUISITION OF 610 WOOD STREET

WHEREAS, Robert A. Harmon and Lena E. Harmon, want to donate 610 Wood Street, Maysville, Kentucky to the City of Maysville,

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute the Consideration Statement on the deed for 610 Wood Street, Maysville, Kentucky.

Motion by Commissioner McKay, second by Commissioner Brammer to adopt Resolution No. 20-24 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

RESOLUTION AUTHORIZING AMENDMENT TO OWNER-ENGINEER AGREEMENT BETWEEN CITY AND TETRA TECH INC.

The following Resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 20-22**

**RESOLUTION AUTHORIZING AMENDMENT TO
OWNER-ENGINEER AGREEMENT BETWEEN CITY OF MAYSVILLE AND TETRA TECH, INC. ON
MAYSVILLE SEWER LINE EXTENSION**

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute an amendment to the Owner-Engineer Agreement between the City of Maysville and Tetra Tech, Inc. to allow for \$72,705.00 in excess funds to be used for sewer system design for the Industrial Park located on the northwest corner of the intersection of State Route 9 (AA Highway) and State Route 11.

Motion by Commissioner Ashley, second by Commissioner Brammer to adopt Resolution No. 20-22 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

RESOLUTION AUTHORIZING APPLICATION TO ENTER AGREEMENT WITH KENTUCKY 911 SERVICE BOARD

The following Resolution was presented to the Board of Commissioners:

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 20-26**

RESOLUTION FOR APPLICATION FOR AND ADMINISTRATION OF KENTUCKY 911 SERVICES BOARD

A RESOLUTION OF THE CITY OF MAYSVILLE, KENTUCKY AUTHORIZING THE MAYOR TO MAKE APPLICATION FOR AND, UPON APPROVAL, TO ENTER INTO AN AGREEMENT WITH THE KENTUCKY 911 SERVICES BOARD, TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY KY 911 SERVICE BOARD TO FACILITATE AND ADMINISTER THE PROJECT AND TO ACT AS THE AUTHORIZED CORRESPONDENT FOR THIS PROJECT. THIS RESOLUTION ALSO ESTABLISHES PROCUREMENT POLICY FOR ANY KY 911 SERVICES BOARD APPROVED PROJECT FOR THE FY-2019 APPLICATION CYCLE.

WHEREAS, CITY OF MAYSVILLE, Kentucky desires to make an application for Kentucky 911 Services Board and/or Commonwealth of Kentucky funds for a project to be administered by Kentucky 911 Services Board:

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

NOW, THEREFORE, be it resolved this 23 day of April, 2020, by CITY OF MAYSVILLE, MASON County, Kentucky.

The Mayor is hereby authorized to execute and furnish all required documentation, including a memorandum of agreement, as may be required by KY 911 Services Board for the furtherance of the above-referenced project and to act as the authorized correspondent for said project.

For the purpose of any KY 911 Services Board funded projects using FY-2020 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 \$30,000, three (3) quotes will be obtained. For any equipment and/or services that exceeds \$30,000 the provisions of KRS 45A will apply.

Motion by Commissioner McKay, second by commissioner Ashley to adopt Resolution No. 20-26 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

RESOLUTION AUTHORIZING CARE ACT CERTIFICATION PAPERWORK

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 20-27

RESOLUTION AUTHORIZING MAYOR TO
EXECUTE CARES ACT CERTIFICATION

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute paperwork requesting direct payment of CARES Act funds and his previous execution of related paperwork is hereby ratified.

Motion by Commissioner Brammer, second by Commissioner Ashley to adopt Resolution No. 20-27 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

RESOLUTION AUTHROIZING KOHS LEEP TASER EQUIPMENT GRANT APPLICATION

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 20-29

RESOLUTION AUTHORIZING APPLCATION FOR TASERS FOR THE MAYSVILLE POLICE
DEPARTMENT

WHEREAS, the City of Maysville, Kentucky desires to make an application for Law Enforcement Protection Program funds for a project to be administered by the Kentucky Office of Homeland Security for tasers;

WHEREAS, it is recognized that an application for and approval of Kentucky Office of Homeland Security Funds impose certain obligations and responsibilities for the City of Maysville.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed 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.

Motion by Commissioner McKay, second by Commissioner Ashley to adopt Resolution No. 20-29 as presented. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

ORDINANCE AMENDING BUDGET FOR FY 2020

The Board of Commissioners were presented with the following Ordinance on first reading:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE

Ordinance No. 20-08

AN ORDINANCE AMENDING THE CITY OF MAYSVILLE, KENTUCKY ANNUAL BUDGET FOR FISCAL YEAR 1 JULY 19 THROUGH 30 JUNE 2020

WHEREAS, the budget needs to be amended to include Fire Department grants and related expenditures, Sutton Street brick replacement project, Recreation Park lake dredging and pipe replacement, and 911 Center service contracts.

BE IT ORDAINED BY THE CITY OF MAYSVILLE, KENTUCKY as follows:

1. The General Fund budget for the City's fiscal year ending 30 June 20, adopted 19 June 2019 by Ordinance No. 19-20 is amended as follows:

2.

	<u>ORIGINAL</u>	<u>AMENDED</u>	<u>INCREASE/ DECREASE</u>
Revenues			
Intergovernmental Revenue	\$1,098,200	\$1,353,200	\$255,000
Appropriations			
General Government	\$ 3,599,433	\$ 3,681,933	\$ 82,500
Fire	\$ 2,847,200	\$ 3,111,200	\$ 264,000
Public Works & Streets	\$ 2,678,000	\$ 2,710,000	\$ 32,000
Contingency	\$10,252,020	\$10,128,520	\$(123,500)

Motion by Commissioner McKay, second by Commissioner Ashley to pass Ordinance No. 20-08 as presented upon first reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

AUDIT ENGAGEMENT LETTER

Motion by Commissioner Wood, second by Commissioner Brammer to accept audit engagement letter for FY 2020 from Baldwin CPAs. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes.

MEETING DATES FOR BUDGET WORKSHOPS

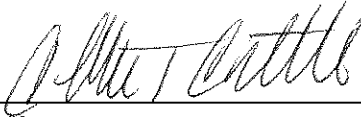
The Board of Commissioners scheduled a special meeting to hold a budget workshop at 9 a.m. on May 6, 2020.

U.S. CENSUS

Mayor Cotterill stressed the importance of community participation in the U.S. Census in order for the City and County to get their share of federal funding. He asked everyone to take a few minutes to fill out their census.

ADJOURNMENT

Motion by Commissioner McKay, second by Commissioner Ashley to adjourn. Upon call of roll, voting is as follows: Voting aye: Commissioner Wood, Commissioner Brammer, Commissioner Ashley, Commissioner McKay and Mayor Cotterill, Motion passes. 5:10 p.m.



MAYOR



CITY CLERK