

MAYSVILLE BOARD OF COMMISSIONERS
Tuesday, 26 June 2018; noon
SPECIAL MEETING
Maysville Municipal Building

The Board of Commissioners of the City of Maysville, Kentucky met in a special meeting on Tuesday, June 26, 2018 at 12 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, Asst: City Attorney Kelly Caudill, 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, and Utility Manager Darren Garrison. Absent: Zoning Administrator George Larger, Building Official Gary Wells, Codes Officer Nicole Brooks, Main Street Director Caroline Reece, and City Attorney Sue Brammer. Also present: The Ledger Independent.

RESIGNATION: TOURISM

See ATTACHMENT A

Motion by Commissioner Ashley, second by Commissioner Schumacher to accept the resignation of Heather Meng from the Tourism Department. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

RESIGNATION: UTILITIES

See ATTACHMENT B

Motion by Commissioner Pfeffer, second by Commissioner Ashley to accept the resignation of Warren Stuter from the Utility Department. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

MUNICIPAL ORDER AMENDING PERSONNEL POLICY ON LAY-OFFS

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

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
MUNICIPAL ORDER No. 18-03

RE: LAYOFFS

IT IS NOW ORDERED BY THE CITY OF MAYSVILLE, KENTUCKY, that layoffs will be handled as follows:

LAYOFFS

Upon recommendation of the City Manager, the Commission may lay off an employee or employees because of lack of work or funds. The order of the layoff shall be determined by the needs of the City.

If more than one employee is laid off, the order of the layoff is determined with consideration to seniority, job performance, and efficiency of the employee(s).

The City shall notify the employee(s) of the layoff in writing as soon as possible prior to the layoff. The notice shall explain the reason(s) for and the duration of the layoff (if known) and a copy of the notice shall be placed in the employee's personnel file.

Part-time, seasonal, and temporary employees shall be laid off before permanent, full-time employees within classes affected by the layoff.

IT IS FURTHER ORDERED BY THE CITY OF MAYSVILLE, KENTUCKY, that the section on layoffs in the employee's handbook shall be revised to contain this language.

Motion by Commissioner Pfeffer, second by Commissioner Schumacher to adopt Municipal Order 18-03 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.

ORDINANCE SETTING PAY SCALE FOR FY 2019

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

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 18-19**

**AN ORDINANCE ADOPTING PAY PLAN FOR CLASSIFIED
CITY EMPLOYEES AND NON-ELECTED OFFICIALS FOR
SERVICES RENDERED BEGINNING 1 JULY 2018**

Summary

This Ordinance adopts a pay plan for regular City employees and non-elected officials by job classification for services rendered on and after 1 July 2018 until amended.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF MAYSVILLE, KENTUCKY, that the pay plan attached hereto as **EXHIBIT A** shall govern the compensation of all regular city employees and non-elected officials for services rendered on and after 1 July 2018 until amended by ordinance.

Motion by Commissioner Pfeffer, second by Commissioner Schumacher to pass Ordinance 18-19 as presented upon first reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

ORDINANCE AMENDING STREET SWEEPER SCHEDULE

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

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 18-20

AN ORDINANCE AMENDING
CODE OF ORDINANCES CHAPTER 257

Summary

This Ordinance amends Code of Ordinances Chapter 257 Schedule III Street Sweeping Schedule to delete Cottage Street.

Motion by Commissioner Schumacher, second by Commissioner Pfeffer to pass Ordinance 18-20 as presented upon first reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

ORDINANCE AMENDING LAND USE MANAGEMENT ORDINANCE – SIGNS

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

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 18-21

AN ORDINANCE REVISING CODE OF ORDINANCES 320.411 SIGN REGULATIONS

SUMMARY

This Ordinance revises Code of Ordinances 320.411 to provide content neutral sign standards. This Ordinance deletes interior signs, memorial signs, noticeable bulletin boards, warning signs, non-commercial signage and public notice language from the exempt sign section. The Ordinance adds to the exempt sign section governmental signs and notices, changes the time requirement for temporary signs, adds obscured signs, public utility signs, and realty signs. This Ordinance deletes off premise signs, obscene and liable signs from prohibited signs. This Ordinance adds maximum sign areas for both temporary and permanent signs. This Ordinance allows historic signs upon approval of a sign permit and adds the requirement for billboard signs. This Ordinance adds a provision to apply for dimensional variances for square footage allotments and dimensional variances.

Motion by Commissioner Pfeffer, second by Commissioner Ashley to pass Ordinance 18-21 as presented upon first reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.

ORDINANCE SETTING BUDGET FOR FY 2019

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

**COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance 18-15**

AN ORDINANCE ADOPTING THE CITY OF MAYSVILLE, KENTUCKY ANNUAL BUDGET FOR FISCAL YEAR 1 JULY 2018 THROUGH 30 JUNE 2019 BY ESTABLISHING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT.

WHEREAS, an annual budget proposal and message has been prepared and delivered to the Board of Commissioners by the City Manager pursuant to KRS 91A.030 and Code of Ordinances section 131.01; and

WHEREAS, the Board of Commissioners has reviewed such budget proposal and made necessary modifications.

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

(1) The annual budget for the City's fiscal year ending 30 June 2019, summarized by resources, revenues, and appropriations as follows, is hereby adopted:

<u>GENERAL</u>	<u>LOCAL</u> <u>GOVERNMENT</u>	<u>MUNICIPAL</u> <u>ROAD AID</u>	<u>UTILITY</u> <u>FUND</u>
----------------	-----------------------------------	-------------------------------------	-------------------------------

	<u>FUND</u>	<u>ECONOMIC FUND</u>	<u>PROGRAM</u>	
RESOURCES AVAILABLE				
FUND BALANCES CARRIED FORWARD	9,500,000	76,000	0	1,000,000
ESTIMATED REVENUES				
Property taxes	995,000			
Licenses & permits	8,457,625			
Intergovernmental Revenues	1,017,500	12,000	180,164	3,000
Other revenue	<u>1,784,110</u>	<u>0</u>	<u> </u>	<u>4,496,250</u>
Total Estimated Revenues	<u>12,254,235</u>	<u>12,000</u>	<u>180,164</u>	<u>4,499,250</u>
TOTAL RESOURCES AVAILABLE FOR APPROPRIATIONS	<u>21,754,235</u>	<u>88,000</u>	<u>180,164</u>	<u>5,499,250</u>
General Government	3,117,189			
Police	2,520,400	25,000		
Fire	2,474,200	25,000		
Public Works & Streets	2,654,500	25,000	180,164	
Utility				4,521,000
Other	236,000			
Parks & Recreation	219,000			
Contingency	8,622,346	13,000		978,250
Capital Expenditures	<u>1,910,600</u>	<u> </u>	<u> </u>	<u> </u>
Total Appropriations	<u>21,754,235</u>	<u>88,000</u>	<u>180,164</u>	<u>5,499,250</u>

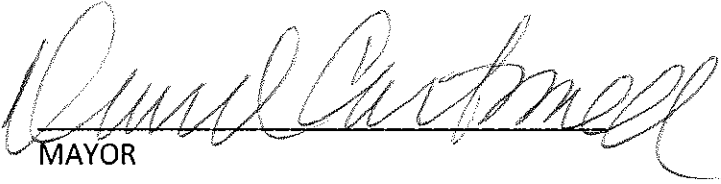
Motion by Commissioner Pfeffer, second by Commissioner Ashley to adopt Ordinance 18-15 setting budget for FYE 2019 as presented upon second reading. Upon call of roll, voting is as follows: Voting aye: Commissioner Schumacher, Commissioner Pfeffer, Commissioner Ashley, Commissioner McKay and Mayor Cartmell, Motion passes.


CITY MANAGER EVALUATION

Motion by Commissioner Schumacher, second by Commissioner Ashley to give City Manger Matt Wallingford a 1 ½ % raise. 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 Schumacher 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.


MAYOR

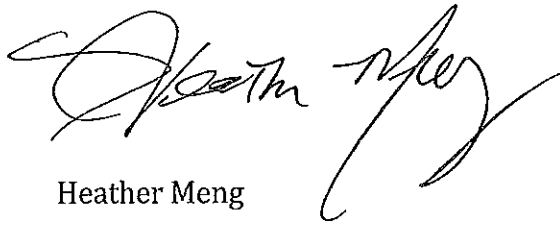

CITY CLERK

June 18, 2018

Dear Mayor & City Commission,

I am resigning effective June 18, 2018 as Tourism Asst/Venue Host to pursue other interest. Thank you for the opportunity to work for the City of Maysville.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Meng". The signature is fluid and cursive, with the first name "Heather" written in a larger, more prominent script than the last name "Meng".

Heather Meng

I Warren Stuter respectfully resign my
position with Maysville Utility Commission
to pursue other avenues

Respectfully yours

Corey Stuter

6-18-18

3:27 pm

CITY OF MAYSVILLE			
Pay Scale 2018-19			
		LOW	HIGH
		2018-19	2018-19
<u>POLICE</u>			
Colonel (Chief)		\$55,000	\$75,000
Major (Asst. Chief)		\$50,000	\$62,000
Lieutenant		\$45,000	\$53,000
Sergeant		\$21.50	\$24.00
P.O. 3		\$18.00	\$22.50
P.O. 2		\$17.00	\$21.00
P.O. 1 (after 1 year)		\$16.00	\$18.00
P.O. - Recruit		\$15.50	\$16.25
Records Clerk		\$12.00	\$18.50
Evidence Clerk		\$13.00	\$18.00
Communications Officer		\$13.00	\$18.00
Communications - PT/Seasonal		\$8.50	\$12.50
<u>FIRE</u>			
Colonel (Chief)		\$55,000	\$75,000
Major (Asst. Chief)		\$45,000	\$53,000
Captain		\$13.50	\$15.00
Lieutenant		\$12.25	\$14.50
Fire Officer / Paramedic		\$10.50	\$13.00
Fire Officer / EMT		\$9.50	\$12.00
Transfer EMT / Paramedic		\$13.00	\$22.00
<u>PUBLIC WORKS</u>			
Director		\$55,000	\$75,000
Street Superintendent		\$40,000	\$53,000
Field Supervisor		\$15.00	\$22.00
Administrative Support		\$10.00	\$14.00
Truck Driver - CDL		\$13.00	\$15.75
Laborer or Custodial		\$11.00	\$15.00
Rec Park Supr - Seasonal		\$20.00	\$22.00
Rec. Park Maintenance		\$11.00	\$16.50
Seasonal / PT Labor		\$8.50	\$11.00
<u>CITY TRANSIT</u>			
Transit Manager		\$15.00	\$20.00
Bus Driver - CDL w/passenger		\$12.00	\$16.00
Mechanic		\$14.50	\$23.50
<u>CEMETERY</u>			
Cemetery Supervisor - PT		\$20.00	\$26.25
Cemetery Maintenance		\$11.00	\$14.00
Cemetery Maint - PT/Seasonal		\$8.50	\$11.00
<u>ENGINEERING</u>			
Project Manager		\$50,000	\$79,000
Asst Project Manager		\$35,000	\$53,000

		LOW	HIGH
		<u>2018-19</u>	<u>2018-19</u>
<u>CODES</u>			
Building Inspector		\$40,000	\$52,000
Zoning Administrator		\$40,000	\$52,000
<u>MAIN STREET</u>			
Main Street Manager		\$20.00	\$30.00
<u>TOURISM</u>			
Tourism Director		\$35,000	\$45,000
Venue Host		\$13.00	\$15.00
Tourism Asst - PT or FT		\$10.00	\$12.75
Receptionist - PT / Seasonal		\$8.50	\$11.00
Tour Guides - PT / Seasonal		\$8.50	\$11.00
<u>ADMINISTRATION</u>			
City Manager		\$72,000	\$81,000
Comptroller		\$55,000	\$76,000
HR Director / Asst Comptroller		\$40,000	\$60,000
Accounts Payable Clerk		\$40,000	\$57,000
City Clerk		\$15.00	\$21.00
Payroll Clerk		\$15.00	\$21.00
<u>LEGAL</u>			
City Attorney		\$25,000	\$30,000
Asst. City Attorney		\$10,000	\$14,000
<u>WATER DEPT</u>			
Plant Superintendent		20.00	24.00
Plant Operator IV		17.00	19.00
Plant Operator III		15.00	16.00
Plant Operator II		14.00	15.00
Plant Operator I		13.00	14.00
Distribution Superintendent		20.00	24.00
Asst Distribution Superintendent		15.00	18.00
Distribution Operator III		14.00	15.50
Distribution Operator II		13.00	14.00
Distribution Operator I		12.00	13.00
Labor		11.00	14.00
Labor - PT / Seasonal		8.50	11.00
<u>SEWER DEPT</u>			
Plant & Collection Superintendent		\$20.00	\$24.00
Plant Operator III		\$14.00	\$16.00
Plant Operator II		\$13.50	\$14.50
Plant Operator I		\$12.00	\$13.50
Plant Lab Tech		\$15.00	\$16.00
Collection System Operator III		\$14.00	\$15.50
Collection System Operator II		\$13.00	\$14.00
Collection System Operator I		\$12.00	\$13.00

Labor			\$11.00	\$14.00
Labor - PT / Seasonal			\$8.50	\$11.00
<i>WATER & SEWER ADMIN & OFFICE</i>				
Manager			\$50,000	\$65,000
Asst Manager			\$45,000	\$55,000
Utility Clerk			\$12.00	\$19.00
Utility Clerk - PT / Seasonal			\$8.50	\$11.00