

MAYSVILLE BOARD OF COMMISSIONERS
Thursday, 27 May 2021; 5:15 p.m.
REGULAR MEETING
Maysville Municipal Building

The Board of Commissioners of the City of Maysville, Kentucky met in regular session on Thursday, May 27, 2021 at 5:15 p.m. at the Maysville Municipal Building. Present were Commissioner Ann Brammer, Commissioner David Cartmell, Commissioner Andrew Wood, Commissioner Victor McKay, and Mayor Debra L. Cotterill. Also present were City Manager Matt Wallingford, City Clerk Lisa R. Dunbar, City Attorney Kelly Caudill, HR Director Rhonda Rose, Public Works Director Dennis Truesdell, Police Chief Jared Muse, Fire Chief Kevin Doyle, Planning & Zoning Administrator George Larger, Tourism Director Lacey Holleran, Main Street and Director Caroline Reece. Absent: Comptroller Penny Stanfield, Project Coordinator David Hord, Utility Manager Luke Huron, Building Inspector Jim Fawcett, Codes Office Nicole Brooks, and Assistant City Attorney Sue Brammer.

CONSENT AGENDA

The following items were on the consent agenda:

- **Retirement:** Public Works – David Robinson
- **Appointment:** Industrial Development Authority – Chris Hopper
- **Re-appointment:** River Port Authority – Kendall Gulley
- **Appointment:** Water Department – Anthony Ventura to Water Distribution Crew
- **Promotions:** Fire Department – Silas Liess to Lieutenant and Jonathan Hughes to Captain
- **Appointment:** Public Works – Roger Hodge

Motion by Commissioner Brammer, second by Commissioner McKay to approve the consent agenda as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

APPOINTMENT: TOURISM DEPARTMENT

The following recommendation was made by Tourism Director Lacey Holleran:

May 25, 2021

Mayor and City Commissioners,

As you know, the Tourism Department is understaffed and we are in our peak season. To aid in our ability to serve the community, tourists and potential Cox Building renters, I would like to request the approval of hiring Mr. Michael Steenken as a full-time employee. Mr. Steenken would serve as the Cox Building Events Coordinator and Tourism Assistant. If approved, his hiring would be contingent on completion of a required drug test and background check.

Several individuals were interviewed for the position, but Mr. Steenken stood out for his experience, education and personality. He has a background in overseeing daily operations, working with the public, event setups and marketing. He holds a masters in Anthropology and presents himself in a professional manner. He recently purchased a home in Maysville and is eager to invest his talents in the town that he loves. Also, he was born and raised in Northern Kentucky and is well versed on the area.

If approved and appropriate requirements are met, Mr. Steenken would start in early June. Thank you for your time and consideration.

Sincerely,

Lacey Holleran
Maysville-Mason County Tourism Director

Motion by Commissioner Wood, second by Commissioner Brammer to approve the appointment of Michael Steenken to the position of Events Coordinator/Tourism Assistant. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

POLICE COMMENDATIONS

Commissioner Brammer read a thank you note from Mason County Children’s Advocacy thanking Officer Chris Conley and announcing awarding him the Legendary Partners award for his work on behalf of area children.

She also read the transcript of a phone message commending Office Tyler French’s involvement in the community.

DISCUSSION: BUDGET SESSIONS

The Board of Commissioners agreed to hold a special meeting at 1 p.m., June 2, 2021, to discuss the budget for FY 2022.

DISCUSSION: ANNUAL LEASES

City Manager Wallingford informed the Board of Commissioners that there would be a number of leases on the agenda for the next regular meeting in June, including:

- Maysville Community and Technical College for Cox Building space for the College Café
- DCMGL for parking lot on Second Street
- Bagnoli Properties for the police substation on Forest Avenue
- Ohio River Valley Arts Guild for Cox Building space
- Maysville-Mason County Chamber of Commerce

- Geno's Taxi
- Superior Windings

He said that lease to purchase agreements with Geno's Taxi and Superior Windings is being looked at. Members of Commission agreed that the City should not be in the landlord business.

DISCUSSION RE-OPEN TO PUBLIC

Mr. Wallingford asked the Board of Commissioners whether the members would like to continue with online meetings being livestreamed to the public now that meetings were open to the public in-person. The Board of Commissioners agreed that they wanted to continue livestreams, and when asked what platform, they chose Zoom.

DISCUSSION: 4TH OF JULY

Main Street Director Reece told the Board of Commissioners that the 4th of July celebration was coming back in a big way after being curtailed to just fireworks in 2020 due to COVID. In addition to the traditional parade and fireworks, food and craft vendors and music were planned to bridge those two events.

DISCUSSION: AMERICAN RESCUE PLAN ACT FUNDS

Comptroller Standfield informed the Board of Commissioners that the City would be receiving \$2.2 million in grant funds – half in the current fiscal year and half in FY 2022. Those funds were being recommended for utility assistance.

DISCUSSION: AMEND PLANNING ORDINANCES

Mr. Wallingford told the Board of Commissioners that amendment of the Joint Planning Commission and Board of Architectural Review make-up was being looked at to allow real estate agents, banking agents, and attorneys to serve. The reason for them being prohibited from serving under the current ordinance was questioned. Mr. Wallingford said that those professions often deal with property sales, mortgages, and the like. The amended ordinance would have to have language that any member would recuse themselves – leave the room – if a case came before the board that was a conflict of interest.

DISCUSSION: END COVID STATE OF EMERGENCY

Mr. Wallingford reminded the Board of Commissioners that the City had passed a resolution in 2020 putting the City under an open-ended state of emergency due to the COVID-19 pandemic, and he wanted to get their input on when they wanted to end it.

Emergency Management Director Clay Buser told the Board of Commissioners that the Commonwealth of Kentucky was still under Governor Andy Beshear's state of emergency, but it was up to them when they wanted to end the City's state of emergency.

Mayor Cotterill said that she and Mason County Judge-Executive Owen McNeil had discussed lifting the local state of emergency on June 30, 2021. The other board members indicated that was agreeable.

RESOLUTION AWARDING CONTRACT FOR PROPERTY, LIABILITY & WORKERS COMPENSATION INSURANCE

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 21-27

RESOLUTION AWARDING CONTRACT FOR
PROPERTY, LIABILITY & WORKERS COMPENSATION INSURANCE

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

- (a) Subject: Property, Liability & Workers Compensation Insurance
- (b) Advertised: March 12, 2021 and April 7, 2021
- (c) Bid Opening: April 26, 2021

WHEREAS, sealed bids were received from the following:

- 1) KY League of Cities Insurance Services via Schumacher
 - a) Property Premium \$113,168.23
 - b) Liability Premium \$192,781.00
 - c) Workers Compensation Premium \$262,149.24
 - Total \$568,098.47

- 2) Kentucky League of Cities insurance services via Oswald Companies
 - a) Property Premium Not itemized
 - b) Liability Premium Not itemized
 - c) Workers Compensation Premium Not itemized
 - No total

* Expiring premium net of 15% commission

WHEREAS, the City Manager has recommended acceptance of the first bid, as the best bid,

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

(1) The bid of KY League of Cities Insurance Services via Schumacher Insurance Agency 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.

Presentations: Representatives from Oswald Insurance and Eric Schumacher of Schumacher Insurance gave presentations to the Board of Commissioners regarding services they provide.

Commissioner Wood argued that the vote should be put off until the next regular meeting so the presentations could be considered.

Commissioner Cartmell said that the Board of Commissioners needed to vote on the bids that were put in by both companies.

Mayor Cotterill and Commissioner Brammer agreed that a vote should be taken on the bids.

Motion by Commissioner Brammer, second by Commissioner Cartmell to adopt Resolution No. 21-27 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner McKay and Mayor Cotterill, Nays: Commissioner Wood, Motion carried.

RESOLUTION FOR RATE STABILIZATION AGREEMENT FOR PROPERTY, LIABILITY & WORKERS COMPENSATION INSURANCE

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 21-31

RESOLUTION AUTHORIZING RATE STABILIZATION AGREEMENTS FOR WORKERS
COMPENSATION, PROPERTY AND LIABILITY INSURANCE

WHEREAS, the City of Maysville carries its Workers Compensation, Property and Liability insurance through the KY League of Cities Insurance Services (KLCIS); and

WHEREAS, the City of Maysville has met the criteria for the KLCIS rate stabilization program for all policies of insurance.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that the Mayor is hereby authorized and directed to execute the Rate Stabilization Agreements with KLCIS for the Workers Compensation, Property and Liability insurance policies.

Motion by Commissioner McKay, second by Commissioner Brammer to adopt Resolution No. 21-31 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

RESOLUTION ACCEPTING FY 2022 FUEL BID

The following Resolution was presented to the Board of Commissioners:

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Resolution No. 21-32

A RESOLUTION AWARDING CONTRACT FOR PURCHASE
OF FUEL FOR FISCAL YEAR 2022

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

- (a) Subject: Fuel Purchase for Fiscal Year 2022
- (b) Advertised: May 5, 2021
- (c) Bid Opening: May 24, 2021

WHEREAS, the following bids were received:

- (1) Valor Oil: Rack + 0.0295 gas and diesel
- (1) Hudson Fuel Oil Inc. Rack + 0.025 gas and diesel

WHEREAS, the Public Works Director recommends acceptance of the first bid as the best bid,

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

- (1) The bid of Valor Oil 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 Cartmell, second by Commissioner Brammer to adopt Resolution No. 21-32 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner

Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

RESOLUTION AUTHORIZING ADOPTING OF THE STATE AGENCY'S TITLE VI IMPLEMENTATION PLAN

The following Resolution was presented to the Board of Commissioners:

CITY OF MAYSVILLE
COMMONWEALTH OF KENTUCKY
Resolution No. 21-33

CITY OF MAYSVILLE TITLE VI
IMPLEMENTATION PLAN

A RESOLUTION AUTHORIZING ADOPTION OF THE STATE AGENCY'S TITLE VI IMPLEMENTATION PLAN.

WHEREAS, it is necessary and in the public interest that the City adopt the state Title VI Implementation Plan, and;

WHEREAS, it is required to name a Title VI Coordinator for the City of Maysville which will be the Mayor of Maysville.

NOW THEREFORE, be it resolved by the City of Maysville that it hereby adopts the State Agency's Title VI Implementation Plan.

Motion by Commissioner McKay, second by Commissioner Brammer to adopt Resolution No. 21-33 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

RESOLUTION AUTHORIZING DISTRIBUTION OF CDBG FUNDS

The following Resolution was presented to the Board of Commissioners:

CITY OF MAYSVILLE
COMMONWEALTH OF KENTUCKY
Resolution No. 21-34

RESOLUTION AUTHORIZING DISTRIBUTION OF COMMUNITY DEVELOPMENT
BLOCK GRANT FUNDS

A Resolution concerning the CDBG-CV Utility Assistance Project, authorizing the City Comptroller to distribute Community Development Block Grant funds received for such Project within five (5) days of receipt of fund from the CDBG Grant Funds program, and further,

Authorizing the Mayor of Maysville to sign any and all documents related to such Project, including, but not limited to payments, pay requests, legal documents, and other Project related documents.

Motion by Commissioner McKay, second by Commissioner Brammer to adopt Resolution No. 21-34 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

RESOLUTION ADOPTING FAIR HOUSING POLICY

The following Resolution was presented to the Board of Commissioners:

CITY OF MAYSVILLE
COMMONWEALTH OF KENTUCKY
Resolution No. 21-35

RESOLUTION ADOPTING FAIR HOUSING POLICY

LET IT BE KNOWN TO ALL PERSONS OF the City of Maysville that discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing or in the provision of brokerage services because of race, color, religion, sex or national origin is prohibited by the Title VIII of the 1968 Civil Rights Act (Federal Fair Housing Law).

It is the policy of the City of Maysville to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex or national origin. The Fair Housing Amendments Act of 1988 expands coverage to include disabled persons and families with children and HUD 2012 regulations expanded to coverage to sexual orientation or gender identity. Therefore, the City does hereby pass the following Resolution.

BE IT RESOLVED that within available resources the City will assist all persons who feel they have been discriminated against because of race, color, religion, sex, sexual orientation, gender identity, national origin, disability or familial status to seek equity under Federal and State laws by filing a complaint with the U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, Compliance Division.

BE IT FURTHER RESOLVED that the City shall publicize this Resolution and through this publicity shall encourage owners of real estate, developers and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law and amendments and any applicable state of local laws or ordinances.

SAID PROGRAM will at a minimum include: (1) printing and publicizing of this policy and other applicable fair housing information through local media and community contacts; (2) distribution of posters, flyers, and any other means that will bring attention to those affected, the knowledge

of their respective responsibilities and rights concerning equal opportunity in housing; and (3) prepare an analysis of impediments to fair housing choice and actions to mitigate such impediments.

EFFECTIVE DATE

This resolution shall take effect May 27th, 2021.

Motion by Commissioner Cartmell, second by Commissioner McKay to adopt Resolution No. 21-35 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

RESOLUTION ADOPTING STATE ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING

The following Resolution was presented to the Board of Commissioners:

CITY OF MAYSVILLE
COMMONWEALTH OF KENTUCKY
Resolution No. 21-36

RESOLUTION ADOPTING STATE ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING

The Kentucky State Analysis of Impediments to Fair Housing report by the Kentucky Housing Corporation and Department for Local Government **identifies impediments to fair housing** and makes recommendations to better enforce the laws and increase accessibility in the state. After completing an analysis of fair housing policy and implementation, the report found that impediments include community resistance to affordable special needs housing and a lack of information given to residents regarding homeownership and the process for addressing their grievances. The report also found that Kentucky has communities resistant to planning and zoning requirements that make accessible housing available. Lack of available housing designed and constructed to meet the needs of disabled people was also found to be an impediment. To reduce and eliminate these impediments, the report states that Kentucky is committed to education and monitoring of fair housing. Kentucky will reevaluate housing programs, coordinate housing strategies, promote community development block grants, encourage localities to include housing elements and reduce barriers, and strengthen collaborative planning and partnerships.

BE IT RESOLVED BY THE CITY OF MAYSVILLE, KENTUCKY, that it hereby adopts the Kentucky State Analysis of Impediments to Fair Housing and the City will work to enforce the laws and increase accessibility in Maysville.

Motion by Commissioner Cartmell, second by Commissioner Wood to adopt Resolution No. 21-36 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

RESOLUTION ACCEPTING RESPONSIBILITY FOR COST OVERRUNS FOR CDBG UTILITY ASSISTANCE PROGRAM

The following Resolution was presented to the Board of Commissioners:

CITY OF MAYSVILLE, KENTUCKY
COMMONWEALTH OF KENTUCKY
Resolution No. 21-37

A RESOLUTION CONFIRMING THAT COST OVERRUNS THAT MAY OCCUR ON THE CDBG-CV UTILITY ASSISTANCE PROGRAM WILL BE THE RESPONSIBILITY OF THE CITY OF MAYSVILLE, MAYSVILLE, KENTUCKY;

WHEREAS, it is necessary for the City to give assurances to the Department for Local Government that the CDBG-CV Utility Assistance Program will be implemented by the City and if cost overruns occur the City, as grant recipient, is responsible for any cost overruns; and
NOW THEREFORE, BE IT RESOLVED BY THE CITY OF MAYSVILLE, MAYSVILLE, KENTUCKY, that:

(1) The City gives its assurances to the Department for Local Government that any cost overruns will be the responsibility of the City.

Motion by Commissioner McKay, second by Commissioner Cartmell to adopt Resolution No. 21-37 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

ORDINANCE AMENDING CHAPTER 71.240 – MAIN STREET

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

COMMONWEALTH OF KENTUCKY
CITY OF MAYSVILLE
Ordinance No. 21-04

AN ORDINANCE AMENDING MAYSVILLE MAIN STREET BOARD

Summary

This Ordinance amends Code of Ordinances Section 71.240 is hereby amended to change the number of committee members from eleven members to nine members and to change five members to three members who represent active organizations throughout the community.

Motion by Commissioner McKay, second by Commissioner Wood to adopt Ordinance No. 21-04 as presented upon second reading. Upon call of roll, voting was as follows: Voting aye:

Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

DISCUSSION


Commissioner Wood inquired into the new floodwall pump.

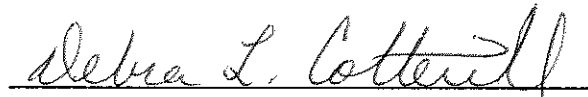
Projects Manager Hord said that upon inspection, the new pump was found to have a crack in the casing and was rejected. A new one will have to be cast and it will probably be December before it arrives with installation in summer of 2022.

Commissioner Cartmell asked about paving on Hillcrest. Mr. Hord said it should be paved in the next two weeks.

ADJOURNMENT

Motion by Commissioner Cartmell, second by Commissioner Wood to adjourn at 6:35 p.m. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.


CITY CLERK


MAYOR