

Paris City Commission
Commission Chambers
Paris, Kentucky
September 8, 2015

The Paris City Commission met in regular session at 9:02 a.m. on Tuesday, September 8, 2015. Mayor Michael Thornton called the meeting to order and the Pledge of Allegiance was recited.

Present: Commissioner Matt Perraut, Commissioner Tim Gray, Commissioner Wallis Brooks, Commissioner Stan Galbraith, City Manager John Plummer, Assistant City Manager Mike Withrow, City Attorney Bryan Beauman, City Clerk/Treasurer Stephanie Settles and Finance/Utilities Director Jim McCarty.

Upon determining a quorum was present for the transaction of business, Plummer proceeded to conduct the meeting.

Approve Agenda

Motion made by Brooks, seconded by Gray and unanimously carried to approve agenda as presented.

Approve Minutes

Motion made by Brooks, seconded by Galbraith and unanimously carried to approve minutes of August 25, 2015 regular session.

Public Comment - None

New Business/Action Items

Motion by Thornton, seconded by Galbraith and unanimously carried to approve Central Baptist Church access to The City of Paris dump on September 26, 2015 for their annual "Inasmuch" operation clean up.

Joseph Williams owner of 1417 Main Street and Mark McCain Landscape Architect questioned the identity of the owner of approximately 20 feet of property located between 1417 Main Street and Wayne Avenue. Records indicate the approximate 20 feet was dedicated to The City of Paris from Sarah Lear May 2014. The City of Paris did not accept the dedication and are not the owners of the said property. Thornton emphasized to Williams the City of Paris has no authority to make a decision regarding the property. Thornton recommended Williams to identify the property owner once he is prepared he is encouraged to return to discuss the road right of way's.

Old Business/Action Items

Motion made by Brooks, seconded by Perraut and unanimously carried to adopt Resolution 2015-12 approving the Mayor's appointment of Michael R. Withrow as the Joint Emergency Management Agency Director for a term of four (4) years.

**CITY OF PARIS
RESOLUTION 2015-12**

A RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF MICHAEL R. WITHROW AS THE JOINT EMERGENCY MANAGEMENT AGENCY DIRECTOR FOR A TERM OF FOUR (4) YEARS, AND SPECIFYING THAT THE DIRECTOR SHALL BE ROUTINELY AVAILABLE TO PERFORM THE DUTIES OF SAID EMERGENCY MANAGEMENT DIRECTOR.

Be it resolved by the City of Paris:

Section 1. Pursuant to KRS 39B.202(2), the Mayor's appointment of Michael R.

Withrow to the position of Director of the Joint Emergency Management Agency, for a

term of four (4) years beginning September 8, 2015, be and hereby is accepted and approved.

Section 2. Further, that because he is an employee of the City of Paris, the Director shall be routinely available to respond to emergency scenes, command posts, or emergency operations centers to coordinate emergency response of all local public and private agencies and organizations; to perform necessary administrative, planning, and organizational duties; to complete and submit required reports, records, emergency operations plans, and documents; to attend required training; and to attend meetings convened by the appointing authority or the area manager of the division, all pursuant to KRS 39B.020(3)(d)2.

Section 3. That the Clerk, on behalf of the City, be and hereby is authorized and directed to forward a certified copy of this Resolution to the Bourbon County Judge Executive, Director of the Commonwealth of Kentucky Division of Emergency Management, and the Bourbon County Joint Emergency Management Agency, upon enactment.

Section 4. That this Resolution shall take effect upon its passage as required by law.

Enacted at Regular Meeting, September 8, 2015.

CITY OF PARIS

Michael Thornton, Mayor

ATTEST:

Stephanie Settles, City Clerk

Motion made by Galbraith, seconded by Perraut and unanimously carried to adopt Resolution 2015-13 approving the Mayor's re-appointment of Michael R. Withrow to the City of Paris Licking River Basin RC & D Project for a term of four (4) years.

**CITY OF PARIS
RESOLUTION 2015-13**

A RESOLUTION APPROVING THE MAYOR'S RE-APPOINTMENT OF MICHAEL R WITHROW TO THE CITY OF PARIS LICKING RIVER BASIN RC&D PROJECT FOR FOUR YEAR TERM ENDING SEPTEMBER 8, 2019

Be it resolved by the City of Paris, Kentucky:

Section 1. Pursuant to KRS 100.217, that the Mayor's re-appointment of Michael R Withrow to The City of Paris Licking River Basin RC&D project for a term ending September 8, 2019 be and hereby is approved.

Section 2. That this Resolution shall take effect upon its passage as required by law.

Enacted: Regular Meeting, September 8, 2015.

CITY OF PARIS

Michael Thornton, Mayor

ATTEST:

Stephanie Settles, City Clerk

Motion made by Gray, seconded by Brooks and unanimously carried to adopt Resolution 2015-14 approving the Mayor's re-appointment of Frances Cooper to The City of Paris Board of Directors of the Paris-Bourbon County Urban Renewal and Community Development Agency for a term of four (4) years.

**CITY OF PARIS
RESOLUTION 2015-14**

A RESOLUTION APPROVING THE MAYOR'S RE-APPOINTMENT OF FRANCES COOPER TO THE CITY OF PARIS BOARD OF DIRECTORS OF THE PARIS-BOURBON COUNTY URBAN RENEWAL AND COMMUNITY DEVELOPMENT AGENCY FOR FOUR YEAR TERM ENDING SEPTEMBER 8, 2019

Be it resolved by the City of Paris, Kentucky:

Section 1. Pursuant to KRS 100.217, that the Mayor's re-appointment of Frances Cooper to the City of Paris Board of Adjustment for a term ending September 8, 2019 be and hereby is approved.

Section 2. That this Resolution shall take effect upon its passage as required by law.

Enacted: Regular Meeting, September 8, 2015.

CITY OF PARIS

Michael Thornton, Mayor

ATTEST:

Stephanie Settles, City Clerk

Motion made by Galbraith, seconded by Perraut and unanimously carried to adopt Resolution 2015-15 approving the Mayor’s appointment of Duane Curry to fulfill the unexpired term of Mike Asalon on the Paris Pike Corridor Commission for a term ending September 30, 2017.

**CITY OF PARIS
RESOLUTION 2015-15**

A RESOLUTION APPROVING THE MAYOR’S APPOINTMENT OF DUANE CURRY TO FULFILL THE UNEXPIRED TERM OF MIKE ASALON ON THE PARIS PIKE CORRIDOR COMMISSION FOR A TERM ENDING SEPTEMBER 30, 2017.

Be it resolved by the City of Paris, Kentucky:

Section 1: That the Mayor’s appointment of Duane Curry to fill the unexpired term of Mike Asalon on the Paris Pike Corridor Commission for a term ending September 30, 2017 be and hereby is approved.

Section 2: That this resolution shall take effect upon its passage as required by law.

Enacted: Regular Meeting, September 8, 2015

CITY OF PARIS

Michael Thornton, Mayor

ATTEST:

Stephanie Settles, City Clerk

Financial Business

Motion made by Galbraith, seconded by Perraut and unanimously carried to approve payment of the following invoices as presented:

GENERAL FUND

| <u>VENDOR NAME</u> | <u>AMOUNT</u> | <u>DESCRIPTION OF PURCHASE</u> |
|-----------------------------|---------------|--|
| 4EVER GRAPHICS | \$ 611.00 | SPECIFIC SUPPLIES - FIRE |
| AMERICAN LEGAL PUBLISHING | \$ 2,881.00 | CONTRACT SERVICES - ENGINEERING/IT |
| ASSURANT EMPLOYEE BENEFITS | \$ 562.32 | INSURANCE - ALL GENERAL FUND DEPARTMENTS |
| AT&T CAPITAL SERVICES INC | \$ 586.84 | COMMUNICATIONS - ALL GENERAL FUND DEPARTMENTS |
| BAPTIST HEALTH OCCUPATIONAL | \$ 361.00 | PHYSICALS & DRUG SCREENS - POLICE/FIRE/STREETS |
| BEHELER, DON | \$ 125.00 | RENTS - STREETS |
| BEVINS OF PARIS | \$ 302.48 | EQUIPMENT MAINTENANCE - STREETS |
| BF BAILEY INC | \$ 8,389.80 | BUILDING UPKEEP - CITY MGR/BUILDING |
| BLUEGRASS KESCO | \$ 200.00 | MAINTENANCE AGREEMENTS - CITY MGR/BUILDING |
| BLUEGRASS RECREATIONAL | \$ 605.00 | TECHNICAL EQUIPMENT - STREETS |
| CHRYSLER DODGE OF PARIS | \$ 266.43 | VEHICLE MAINTENANCE - POLICE |
| CITIZEN ADVERTISER | \$ 1,755.75 | ADVERTISING - COMMISSION/CLERK/STREETS/ENG/IT |

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|-----------------------------|-----------------------------|---|
| CLEAN SWEEP JANITORIAL | \$ 1,400.00 | CONTRACT SERVICES - CITY MGR/BUILDING |
| COLUMBIA GAS | \$ 99.52 | UTILITIES - CITY MGR/BUILDING |
| | \$ 50.53 | UTILITIES - FIRE |
| CONSOLIDATED GRAPHIC | \$ 687.00 | OFFICE SUPPLIES- PROPERTY TAX - CLERK/TREASURER |
| DAVIS, DEWAYNE | \$ 100.00 | REIMBURSE SAFETY BOOTS - STREETS |
| DUSTIN MITCHELL | \$ 110.00 | BUILDING MAINTENANCE - FIRE |
| DUTCH'S FORD-MERCURY LLC | \$ 510.25 | VEHICLE MAINTENANCE - POLICE |
| ENSITE LLC | \$ 207.00 | PHYSICALS & DRUG SCREENS - POLICE/STREETS/EMS |
| FLEET ONE | \$ 7,555.37 | GAS & DIESEL - ALL GENERAL FUND DEPARTMENTS |
| FRENCH, DOUG | \$ 2,795.00 | CONTRACT SERVICES - CITY MGR/BUILDING |
| GUARDIAN | \$ 2,001.51 | INSURANCE - ALL GENERAL FUND DEPARTMENTS |
| HOPEWELL COMPANY INC | \$ 50.90 | NOTARY BOND - CLERK/TREASURER |
| KENTUCKY UTILITIES COMPANY | \$ 5,885.89 | ELECTRIC - COMMISSION/FIRE |
| KIESLER POLICE SUPPLY | \$ 409.00 | TECHNICAL SUPPLIES - POLICE |
| LEE GRAPHICS | \$ 88.78 | OFFICE SUPPLIES - CLERK/TREASURER |
| MASTIN'S AUTO SERVICE | \$ 1,325.23 | VEHICLE MAINTENANCE - POLICE |
| OFFICE DEPOT | \$ 323.16 | OFFICE SUPPLIES - ENGINEERING/IT |
| OFFICE MAX | \$ 85.48 | OFFICE SUPPLIES - CLERK/TREASURER |
| PARIS-BO CO EMS | \$ 22,200.00 | EMS CONTRIBUTION - G ADMIN |
| PARIS-BO CO E911 | \$ 16,000.00 | E911 CONTRIBUTION - G ADMIN |
| PARIS-BO CO TOURISM | \$ 2,894.05 | ROOM TAX - MISC SALES & RECEIPTS |
| SETTLES, STEPHANIE | \$ 66.70 | REIMBURSE TRAVEL -DANVILLE - CLERK/TREASURER |
| SHRM | \$ 190.00 | DUES - CLERK/TREASURER |
| STANDARD BUSINESS MACHINES | \$ 80.91 | EQUIPMENT MAINTENANCE - CLERK/TREASURER |
| STURGILL TURNER BARKER | \$ 3,223.33 | PROFESSIONAL FEES - G ADMIN |
| TIME WARNER CABLE | \$ 19.20 | COMMUNICATIONS - CLERK/TREASURER |
| | \$ 19.19 | COMMUNICATIONS - POLICE |
| | \$ 19.19 | COMMUNICATIONS - E911 |
| UNITED HEALTHCARE INSURANCE | \$ 44,821.46 | INSURANCE - ALL GENERAL FUND DEPARTMENTS |
| <u>TOTAL</u> | <u>\$ 129,865.27</u> | |

COMBINED UTILITIES

| <u>VENDOR NAME</u> | <u>AMOUNT</u> | <u>DESCRIPTION OF PURCHASE</u> |
|------------------------------|----------------------|---|
| A-1 PORTABLES | \$ 295.00 | PORTABLE OFFICE - ELECTRIC DISTRIBUTION (FLOOD) |
| ACE INDUSTRIAL SUPPLY INC | \$ 277.00 | SMALL TOOLS - WWTP |
| AMERICAN DEVELOPMENT CORP | \$ 2,306.25 | TREATMENT CHEMICALS - WATER |
| ASSURANT EMPLOYEE BENEFITS | | \$ 246.00 |
| ATS CONSTRUCTION | \$ 647.71 | CONSTRUCTION MATERIALS - WATER DISTRIBUTION |
| AT&T - 5014 | \$ 62.00 | COMMUNICATIONS - SANITATION |
| BAPTIST HEALTH MEDICAL | \$ 529.00 | CDL PHYSICALS - WWTP/ELEC.DIST./WATER/SANITATION |
| BB&T GOVERNMENTAL FINANCE | \$ 2,899.33 | PAYMENT 32 OF 48 - SANITATION/RECYCLING |
| BOURBON EQUIPMENT RENTAL | \$ 1,836.80 | RENTS & STORAGE - ELECTRIC DISTRIBUTION |
| BRENNTAG MID-SOUTH INC | \$ 3,342.43 | TREATMENT CHEMICALS - WATER |
| CCP INDUSTRIES | \$ 99.37 | SPECIFIC SUPPLIES - WWTP |
| CENTRAL KY MECHANICAL | \$ 1,249.21 | VEHICLE MAINTENANCE - SANITATION |
| CENTRAL READY MIX INC | \$ 658.56 | CONSTRUCTION MATERIALS - WATER DISTRIBUTION |
| CITIZEN ADVERTISER | \$ 52.50 | ADVERTISING - WWTP |
| C I THORNSBURG | \$ 1,003.32 | TREATMENT CHEMICALS - WATER |
| COLUMBIA GAS | \$ 91.76 | UTILITIES - RECYCLING/WWTP |
| CUSTOM METALWORKS | \$ 227.40 | VEHICLE MAINTENANCE - SANITATION/WATER DISTRIBUTION |
| ENSITE LLC | \$ 414.00 | PHYSICALS/DRUG SCREENS - WATER/WATER DIST/UTILITY |
| FAIRBANK SCALES | \$ 1,202.00 | MAINTENANCE AGREEMENT - WATER/WWTP |
| FASTENAL COMPANY | \$ 202.40 | TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION |
| FAUST ELECTRIC LLC | \$ 326.44 | EQUIPMENT MAINTENANCE - WWTP |
| FOUR-WAY ELECTRIC INC | \$ 1,808.10 | EQUIPMENT MAINTENANCE - ELECTRIC DISTRIBUTION |
| FOUSER ENVIRONMENTAL | \$ 85.00 | LAB TESTING - WATER & WWTP |
| GRAINGER INC | \$ 574.45 | EQUIPMENT MAINTENANCE - WATER |
| GUARDIAN | \$ 938.63 | DENTAL INSURANCE - ALL UTILITY FUND DEPARTMENTS |
| KENTUCKY UTILITIES | \$ 8,789.92 | ELECTRIC - WATER/WWTP |
| MCCARTY, JAMES | \$ 51.75 | REIMBURSE TRAVEL - UTILITY ADMINISTRATION |
| MITCHELL'S GARAGE LLC | \$ 199.90 | VEHICLE MAINTENANCE - UTILITY ADMINISTRATION |
| NFRONT CONSULTING | \$ 2,249.16 | PROFESSIONAL FEES - UTILITY ADMINISTRATION |
| OFFICE DEPOT CREDIT | \$ 85.47 | OFFICE SUPPLIES - UTILITY ADMINISTRATION |
| PARIS FAMILY PHYSICIANS PLLC | \$ 250.00 | PHYSICALS - WWTP |
| PEARL SUPPLIES LLC | \$ 3,250.00 | TREATMENT CHEMICALS - WWTP |
| REGAL COMMUNICATIONS | \$ 140.00 | COMMUNICATIONS - WATER |

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| STANDARD BUSINESS MACHINES | \$ | 80.91 | EQUIPMENT MAINTENANCE - UTILITY ADMINISTRATION |
| THORNBERRY MINI STORAGE | \$ | 260.00 | STORAGE RENTS - ELECTRIC DISTRIBUTION |
| TIME WARNER CABLE | \$ | 409.03 | COMMUNICATIONS - WWTP/WATER/ELECTRIC DISTRIBUTION |
| UNITED HEALTHCARE | \$ | 23,659.13 | INSURANCE - ALL UTILITY FUND DEPARTMENTS |
| UPS FREIGHT | \$ | 95.00 | TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION |
| <u>TOTAL</u> | | <u>\$ 60,894.93</u> | |

Other Business

Motion made by Gray, seconded by Galbraith and unanimously carried to approve Trick-Or-Treat for The City of Paris for children twelve and under on October 31, 2015 6:00 p.m. – 8:00 p.m. rain or shine.

Police Chief Williams announced The City of Paris police department secured a Highway Traffic Safety Grant in the amount \$ 15,000.00 for FY2016.

HR Director Erin Morton announced The City of Paris has multiple job openings.

- 2 – Police Department
- 2 – Water Distribution
- 1 – Water Plant
- 1 – Waste Water Plant
- 1 - Street Department
- 1 - Sanitation Department
- 1 - Utility Cashier

Debra Hamelback Executive Director of Paris Bourbon County Chamber of Commerce announced the Ambassador Program. This new program will assist in the promotion, support and development of various events for The Chamber of Commerce. Hamelback also announced the Young Professionals Group for ages 21-39 providing financial support, guidance and advice to young adults within their professional careers.

Gray requested an update on the malfunctioning traffic light at the Fords Mill and Bypass intersection. Withrow advised he has not received a response from the State.

Gray expressed his appreciation to The City of Paris and Mayor Thornton for their support for the annual Wesley’s Place event.

Brooks announced the Recreation Meeting is schedule at the Court House Thursday, September 10, 2015 from 2:00 p.m. – 4:00 p.m.

Galbraith inquired about three ads in the local newspaper concerning an order to remedy fire hazard. Michael Duffy Battalion Chief / Fire Marshall for The City of Paris Fire Department responded the properties were issued a State Fire Marshall Order and completed a Condemnation Order for homes with unsafe and dilapidated conditions. Homeowners are provided a 30 day notice to remedy conditions. Hearings for the properties are scheduled for October 2, 2015.

Galbraith inquired about July Financials. McCarty responded July and August Financials will be presented at the September 22, 2015 meeting.

Galbraith inquired about the water loss percentage for August. Plummer responded August water loss was 30.94 % with 12 month average of 28.97%.

Executive Session

Motion by Thornton, seconded by Brooks to go into executive session to discuss personnel matter pursuant to KRS 61.810(1) (f) which may lead to disciplinary dismissal of an employee. The time being 10:05 a.m.

With no action taken in the executive session, motion made by Thornton, seconded by Galbraith and unanimously carried to resume regular session at 10:18 a.m.

Final Business

Motion made by Thornton, seconded by Galbraith and unanimously carried to approve hiring of Three personnel for The City of Paris Fire Department.

Withrow proposed to the Mayor and Commissioners a onetime two percent maximum lump sum merit payout in lieu of a two percent maximum increase on the hourly rate of pay.

Withrow recommended issuing the onetime payout in December to boost morale by giving the employees extra spending money at Christmas. Withrow stated it is a “morale buster” to receive your pay check and only receive a \$4 - \$10 increase on the check. Withrow also advised a onetime payout would help maintain and manage hourly pay rate inflation.

Galbraith questioned the amount of funds budgeted for the increases. McCarty reported approximately \$ 150,000.00. Galbraith asked what percentage was for cost of living and what percentage was for merit increase.

McCarty questioned if the city could do a cost of living increase along with a onetime merit payout. Thornton responded the cost of living increases have not been implemented the past two years and the city could not do both. Withrow confirmed the cost of living increase were dissolved two years prior. Thornton expressed he was in agreement with a onetime payout if all were in agreement.

Motion made by Perraut, seconded by Brooks and unanimously carried to approve a onetime two percent maximum lump sum merit payout for FY2016.

Adjournment

Motion made by Thornton, seconded by Galbraith and unanimously carried to adjourn at 10:24 a.m.

Mayor

Attest:

City Clerk/Treasurer