

Paris City Commission
525 High Street
Paris, KY 40361
Meeting Minutes
April 13, 2021

Pursuant to KRS 61.826 and OAG 20-05, the state of emergency regarding the threats to public health presented by the novel corona virus (covid-19) pandemic and municipal order. This meeting of the Paris city commission was conducted by video conference. All city commission meetings may be attended by the public by viewing the video conference at the city's Facebook page online.

The Paris City Commission met in regular session at 9:00 a.m. viewable on Facebook live at www.facebook.com/cityofparisky on Tuesday, April 13, 2021.

Mayor, John Plummer called the meeting to order, and the Pledge of Allegiance was recited.

City Manager, Daron Jordan, conducted roll call.

Present: Mayor, John Plummer; Commissioner, Wallis Brooks; Commissioner, Holli Gibson; Commissioner, Stan Galbraith; Commissioner, Angela Roberts

Others in Attendance: City Manager, Daron Jordan; Assistant City Manager, Mike Withrow; Finance Director, Brad Oberlander.

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

Approval of Minutes

Motion by Brooks, seconded by Plummer, approving the minutes of special meeting on March 23, 2021. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Motion by Brooks, seconded by Galbraith, approving the minutes of special meeting on March 29, 2021. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Old Business / Action Items

AT & T has added several conditions to the contract and the contract is still under review. No action was taken.

Motion by Galbraith, seconded by Gibson, authorizing the financing of the Water Meter Project thru US Bank for \$ 2,502,500.00 at a rate of 0.790% with a bank fee of \$ 2,500; and authorizing the Mayor to sign and execute all documents needed with Perfection Group for the project. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Bryan Beauman discussed that he had spoken with Commissioner Gibson regarding a sidewalk program and to look at the project as a larger scale and research revenue resources for the project. Bryan stated it would be something that could take effect next fiscal year.

Motion by Galbraith, seconded by Brooks, authorizing the Mayor to make a proposal to the Commonwealth of Kentucky for a one-year lease for approximately 6,000 square feet at a rate of \$ 1.10 per square foot per month for an annual cost of approximately \$ 79,200. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Daron Jordan discussed the KLC Strategic visioning plan next steps in the process:

- KLC creates initial surveys for distribution to Mayor, Commissioners, and Department Heads by April 16th.
- Surveys are returned to KLC by April 30th for compilation of responses.
- Compiled responses are returned to Commission by May 17 for review.
- Work session on May 25 immediately following Commission meeting to discuss survey results and formalize next steps.

Daron Jordan discussed the Utility Rate recommendations that were received at the workshop. The commission agreed to move forward with the adoption recommendation received to take effect June of 2021. An ordinance will be drafted and presented for a first reading at the next meeting.

Motion by Brooks, seconded by Roberts, awarding Independent Excavating the US 1678 (Clintonville Road) water line relocation project for the amount of \$ 48,500.00. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Mike Withrow provided an update on the Main and High Street project stating that the Kentucky Transportation Cabinet is waiting for the closing of the school year to begin major road work.

Daron Jordan provided an update for the FY2022 Budget process and proposed a budget workshop to begin after the April 27, 2021 regular scheduled commission meeting, all agreed.

Motion by Gibson, seconded by Roberts, approving Main Street closures from 5:00 p.m. to 9:00 p.m. from 5th Street to the Courthouse for the Bourbon Street Cruisers on May 8, June 12, July 10, August 14, September 11, and October 9. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Motion by Brooks, second by Gibson, approving 5th Street closure for the Young Professional Group Festival on 5th Series from 4:00 p.m. to 11:00 p.m. on May 21, June 18, July 16, and August 20th. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Motion by Brooks, seconded by Plummer, approving a 1-year contract agreement from July 1, 2021 thru June 30, 2022 with Clean Sweep Janitorial for the janitorial services for the City Municipal Building. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Motion by Plummer, seconded by Gibson, approving the hire of a full-time Firefighter/EMT Steve Linville upon signing a three-year contract for gear and training received. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Motion by Plummer, seconded by Galbraith, approving the early pay off for the approximate amount of \$ 110,000.00 for the loan on the 2018 purchase of Police Department vehicles with CARES act funding received. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Motion by Brooks, seconded by Galbraith, authorizing the Mayor to sign and execute the Municipal Road Aid Cooperative Program Agreement and approve the resolution to accept road aid funding to begin July 1, 2021 for \$ 173,714.73. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Brooks, Galbraith, and Roberts voting Aye.

Financials

Brad Oberlander presented General Fund Revenue Analysis. No action was taken.

	YTD - 3/31 FY 2017	YTD - 3/31 FY 2018	YTD - 3/31 FY 2019	YTD - 3/31 FY2020	YTD - 3/31 FY2021	Budget FY2021
Occupational Licenses	2,288,356	2,232,462	2,329,580	2,406,519	2,525,282	2,850,000
Insurance License Fees	1,279,190	1,298,241	1,372,771	1,297,078	1,357,321	1,750,000
Business Net Profits	259,077	365,421	345,394	290,665	394,448	664,930
Total	3,826,623	3,896,124	4,047,745	3,994,262	4,277,051	5,264,930

Brad Oberlander presented past due utility bill account update. No action was taken.

	Prior Years		
	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020
Past Due Customers:			
Total commercial customers			
Total residential customers			
Delinquent customers	134	110	412
Total Utility customers	5,473	5,540	5,591
Percent Past Due	2.45%	1.99%	7.37%
Outstanding Receivables:			
Current balance due		739,131	775,053
Past due (includes current balance of delinquent customers)		190,162	217,850
Outstanding receivable balances	1,005,306	929,293	992,903

Brad Oberlander presented Long Term Debt balances. No action was taken.

	Interest Rate	Maturity Date	Outstanding			Ending Balance
			Beginning Balance	Additions	Payments	
General Fund:						
Kentucky Bank - Police Vehicles	1.58%	05/2022	171,776		(61,888)	109,888
Kentucky Bank - Fire Truck	1.28%	07/2029	1,350,894		(94,943)	1,255,951
Total General Fund			1,522,670	-	(156,831)	1,365,839
Utility Fund:						
KIA	1.80%	12/2020	188,734		(188,734)	-
2014 Water Revenue Bonds	2.75%	01/2054	281,000		(5,000)	276,000
KBC Bond 2014	3.29%	01/2032	1,569,995		(90,000)	1,479,995
Traditional Bank - Legion Drive Property	3.30%	03/2027	248,116		(24,781)	223,335
Traditional Bank - Vacuum Truck	1.74%	11/2021	225,790		(74,545)	151,245
Total Utility Fund			2,513,635	-	(383,060)	2,130,575
Totals			4,036,305	-	(539,891)	3,496,414

Motion by Plummer, seconded by Roberts, approving payment of invoices as presented. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Gibson, Galbraith, and Roberts voting Aye.

General Fund

45986	At&t Mobility - (6463)	2470	3/26/2021	93.40
45987	At&t Onenet Service	2314	3/26/2021	9.26
45988	Bourbon County Sheriff	746	3/26/2021	1,008.77
45989	Galls, Llc	24	3/26/2021	1,197.07
45990	GRASSY AUTO PARTS INC	2945	3/26/2021	60.00
45991	Kentucky League Of Cities	35	3/26/2021	20.00
45992	Lexington Building Supply	2007	3/26/2021	498.00
45993	Unifirst Corporation	2687	3/26/2021	65.56
45994	VERIZON WIRELESS	398	3/26/2021	80.02
45995	BOBCAT ENTERPRISES, INC.	2946	4/2/2021	184.88
45996	Columbia Gas Of Kentucky	17	4/2/2021	1,470.18
45997	Crown Trophy	1362	4/2/2021	105.00
45998	Galls, Llc	24	4/2/2021	736.08
45999	JOHN O SMITS	2872	4/2/2021	465.61
46000	KENTUCKY BANK LOAN - #1000058134	9	4/2/2021	7,928.98
46001	Kentucky Utilities Company	38	4/2/2021	6,630.69
46002	KLC INSURANCE SERVICES	1673	4/2/2021	29,145.54
46003	Roeding Insurance Group	2635	4/2/2021	152.70
46004	Standard Business Machines	156	4/2/2021	466.48
46005	Time Warner Cable	1450	4/2/2021	96.98
46006	Unifirst Corporation	2687	4/2/2021	296.40
46007	Walmart Community/Gecrb	64	4/2/2021	88.00
46009	AT&T - 5019	61	4/9/2021	1,669.34
46010	At&t Club Service	59	4/9/2021	559.58
46011	Bourbon County Sheriff	746	4/9/2021	1,008.77
46012	Bourbon Limestone Company	1921	4/9/2021	56.90
46013	Casa Of Lexington	2630	4/9/2021	1,666.67
46014	CCP INDUSTRIES INC	1065	4/9/2021	205.21
46015	Central Ky Quicklube & Tire	2502	4/9/2021	2,904.03
46016	Computeraid International	2117	4/9/2021	125.00
46017	FOREMOST PROMOTIONS	2937	4/9/2021	1,049.30
46018	Galls, Llc	24	4/9/2021	619.80
46019	HUBBARD MECHANICAL	2765	4/9/2021	672.06
46020	J&J WINDOW TINTING	2890	4/9/2021	120.00
46021	Kentucky Bank - Visa	2360	4/9/2021	1,623.23
46022	Kleem, Inc.	136	4/9/2021	346.92
46023	Municipal Equipment Company	93	4/9/2021	405.42
46024	OBERLANDER FINANCIAL SERVICES, PLLC	2842	4/9/2021	3,900.00
46025	PARIS-BOCO CHAMBER OF COMMERCE	51	4/9/2021	1,625.00
46026	PARIS-BOCO JOINT PLANNING	2900	4/9/2021	12,247.58
46027	PARIS-BOCO PARKS & RECREATION BOARD	1934	4/9/2021	13,044.58
46028	PARIS-BOCO TOURISM	164	4/9/2021	1,562.50
46029	Paris-Bourbon County E911	75	4/9/2021	18,500.00
46030	Paris-Bourbon County EDA	132	4/9/2021	2,250.00
46031	Paris-Bourbon County EMS	74	4/9/2021	48,333.33
46032	Riley Oil Company	2499	4/9/2021	5,923.81
46033	TRANSUNION RISK DATA SOLUTIONS	2887	4/9/2021	159.70
46034	VERIZON WIRELESS	398	4/9/2021	1.29
Total Claims				171,379.62

Utility Fund

53732	Arista Information Systems, Inc	4084	3/26/2021	3,645.04
53733	At&t - 5019	3909	3/26/2021	173.79
53734	At&t Onenet Service	3913	3/26/2021	8.14
53735	Atlas Electric Motor Svc	3599	3/26/2021	2,262.42
53736	Bluegrass Kesco	3203	3/26/2021	200.00
53737	Bourbon Limestone Co.	2726	3/26/2021	51.50
53738	CENTRAL KY MECHANICAL	2850	3/26/2021	504.67
53739	CITCO WATER	2761	3/26/2021	2,433.15
53740	CORE & MAIN LP	4250	3/26/2021	21,481.54
53741	Eads Hardware	2730	3/26/2021	601.52
53742	G2O TECHNOLOGIES LLC	3849	3/26/2021	6,819.06
53743	Great America Financial Servs	3900	3/26/2021	69.17
53744	HAWKINS WATER TREATMENT	3978	3/26/2021	2,024.00
53745	Hayes Pipe Supply, Inc	3314	3/26/2021	1,251.54
53746	Hmb Professional Engineers Inc	3717	3/26/2021	25,679.52
53759	KOI	2914	3/26/2021	128.35
53760	LITRELL BROTHERS TREE SERVICE	4363	3/26/2021	3,150.00
53761	Living Waters Co., Inc.	3166	3/26/2021	541.54
53762	Newgen Strategies & Solutions	3888	3/26/2021	4,945.00
53763	O'reilly Auto Parts	3982	3/26/2021	25.98
53764	Ray King	3588	3/26/2021	400.00
53765	Riley's Tire	2740	3/26/2021	659.95
53766	Shred-It Usa Llc	3946	3/26/2021	34.00
53767	Time Warner Cable	3784	3/26/2021	239.98
53768	Unifirst Corporation	4045	3/26/2021	347.93
53769	US DEPARTMENT OF ENERGY	3050	3/26/2021	6,709.00
2256	KYMEA	3953	3/31/2021	430.44
53770	TIPTON, APRIL	4344	4/2/2021	100.00
53771	At&t - 5014	3834	4/2/2021	75.00
53772	Atlas Electric Motor Svc	3599	4/2/2021	5,216.84
53773	CITCO WATER	2761	4/2/2021	811.05
53774	Columbia Gas Of Kentucky, Inc.	2732	4/2/2021	811.02
53775	GCP ENVIRONMENTAL SOLUTIONS	3734	4/2/2021	3,318.00
53776	Kentucky Underground Protectio	3939	4/2/2021	171.00
53777	KIM MARSHALL PRINT SERVICES	4311	4/2/2021	644.00
53778	KLC INSURANCE SERVICES	3907	4/2/2021	26,765.96
53779	KU - KENTUCKY UTILITIES	2750	4/2/2021	11,522.89
53780	Office Depot Credit Plan	2797	4/2/2021	130.34
53781	Phenova Inc	3782	4/2/2021	194.76
53782	SIGMA-ALDRICH INC	4277	4/2/2021	148.35
53783	Standard Business Machines	3142	4/2/2021	18.37
53784	Stuart C. Irby Co.	2862	4/2/2021	2,700.45
53785	Time Warner Cable	3784	4/2/2021	86.97
53786	Tracer Electronics Lic	3879	4/2/2021	836.35
53787	Unifirst Corporation	4045	4/2/2021	198.76
53788	Usa Blue Book	3042	4/2/2021	445.26
53789	Walmart Community/Rfcsllc	3899	4/2/2021	468.07
472021	Kentucky State Treasurer/Sales	3843	4/7/2021	37,027.02
53790	AT&T CLUB SERVICE	3928	4/9/2021	653.92
53791	Brenntag Mid-South, Inc	2768	4/9/2021	982.00
53792	Brownstown Electric Supply Co.	2863	4/9/2021	1,209.09
53793	Cape Electrical Supply Llc	2737	4/9/2021	862.00
53794	City Tire Of Paris	3667	4/9/2021	150.00
53795	Delta Mobile Testing, Inc.	3016	4/9/2021	3,149.00
53796	John O Smits	3563	4/9/2021	443.10
53797	Kentucky Bank - Visa	3915	4/9/2021	543.76
53798	KOI	2914	4/9/2021	14.48
53799	KONECRANES INC	3746	4/9/2021	4,937.89
53800	LITRELL BROTHERS TREE SERVICE	4363	4/9/2021	2,400.00
53801	MATTOX MOTORS INC	4140	4/9/2021	111.35
53802	OBERLANDER FIN. SERV., PLLC	4270	4/9/2021	3,900.00
53803	Overhead Door Co. Of Lex., Inc	3136	4/9/2021	348.26
53804	Riley Oil Company	3942	4/9/2021	1,900.28
53805	Unifirst Corporation	4045	4/9/2021	108.72
53806	VERIZON WIRELESS	3906	4/9/2021	128.99
Total Claims				198,350.53

Brad Oberlander presented outstanding accounts payables invoices with General Fund outstanding of \$ 36,025.49 and Utility Fund outstanding of \$ 53,996.66. No action was taken.

Commission & Staff Reports

Commissioner Galbraith

- Noted in Erin Morton's monthly report that Mark Blankenship has resigned from the Police Department.
- 2020 Property Tax collection is now in the 90 percent collection range.
- Water loss ratio has had a slight increase from the previous month.

Executive Session

Motion by Brooks, seconded by Plummer to go into executive session for deliberations on a potential future acquisition of real property located along 137 – 147 West 7th Street in the City of Paris and also known as Bourbon Laundry because the publicity surrounding a discussion in open session would likely affect the value of the property to be potentially acquired, pursuant to KRS 61.810(1)(b). Time being 10:21 a.m. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Gibson, Galbraith, and Roberts voting Aye.

With no action taken during executive session. Motion by Plummer, seconded by Brooks the motion unanimously carried to exit executive session and resume regular session. Time being 10:27 a.m.

No action was taken when regular session resumed.

Executive Session

Motion by Brooks, seconded by Gibson, to go into executive session to discuss personnel matter pursuant to KRS 61.810(1)(f) which may lead to the discipline or termination of an individual employee. Time being 10:29 a.m. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Gibson, Galbraith, and Roberts voting Aye.

With no action taken during executive session. Motion by Brooks, seconded by Roberts the motion unanimously carried to exit executive session and resume regular session. Time being 11:17 a.m.

No further business was discussed the meeting carried to adjourn.

Adjourn

Motion by Galbraith, seconded by Roberts, to adjourn the meeting at 11:18 a.m. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Gibson, Galbraith, and Roberts voting Aye.

Mayor, John A. Plummer

Attest:

City Clerk, Stephanie Settles