

Paris City Commission
525 High Street
Paris, KY 40361

Meeting Minutes
January 26, 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 9:01a.m. viewable on Facebook live at www.facebook.com/cityofparisky/ on Tuesday, January 26, 2021.

Mayor Plummer called the meeting to order.

Director of Human Resources Erin Morton conducted roll call.

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

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

Absent: None

Upon determining a quorum was present for the transaction of business, City Manager, Daron Jordan proceeded to conduct the meeting.

Approval of Minutes

Motion by Brooks, seconded by Plummer, approving the minutes of January 12, 2021. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

Old Business / Action Items

Discussion of KYTC Main/High Street Project – No action taken (M. Withrow)

- \$700,000 added to project and approved
- A-Grade Construction to complete the project
- Water lines on Main Street

Motion by Brooks, seconded by Plummer, approving the purchase of the Keen pump from Atlas Electric Motor Service for Lexington Road Lift Station Pump for the total of \$20,781.25 Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

Motion by Galbraith, seconded by Roberts, approving the contact to allow KLC to conduct a Strategic Plan Work Session with the city commission. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

- Individual meeting will be held followed by a workshop mid spring 2021

Discussion of Perfection Group Energy Efficiency – No Action taken (D. Jordan)

- Additional Contract review needed
- Bond options and financing requested
- Water meter project replacement only

New Business

Motion by Gibson, seconded by Roberts, approving New administrative Position for E-911 Dispatch. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

Discussion of FY'21 Mid-Year Update – No action taken (D. Jordan)

- Revenues
 - General Fund 58% of total budget (actual)
 - Utility Fund 49% (encumbered)
- Expenses
 - General Fund 49%

- Utility Fund 46.7%
- Projects
 - West Side Comprehensive Plan Completed
 - Wage and Personnel Study Underway
 - Utility Rate Study Underway
 - Water System Study Underway
 - Wastewater System Study Underway
 - Master Meters Gathering Data Points
 - Electric Department Building Completed
 - Property Purchase in Support of KYTC Main/High Street Project
 - Continued to Address Property Blight
 - Scale Installed at Transfer Station
 - Continued working with Perfection Group to Evaluate Energy Efficiency Projects
 - Retired Financial Debt

Joint Meeting with the City Commission and Bourbon County Fiscal Court tentatively scheduled for March 15th, 2021 to discuss interlocal and joint agency budget request.

Motion by Brook, seconded by Roberts, approving Purchase of 9 2021 Dodge Durango Police Vehicles from Glenn Freedom Dodge and 1 2021 Chevrolet Tahoe from Dan Cummins including upfit for all 10 vehicles from L&W Emergency Equipment totaling \$495,916.60. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

- Plans to surplus 8 2014-2015 fleet vehicles

Motion by Brooks, seconded by Galbraith, to authorize City manager to solicit financing for the balance of the Police fleet vehicles purchase. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

Discussion of Sidewalk Repair – No Action taken (D. Jordan)

- Program development to designate area across city to allow owners to share cost in sidewalk repair.
- Potential to designate funds to assist in repairs.
- Assist in project management and oversight

Discussion regarding request of Columbia Gas for Easement and Staging Agreement (B. Beaman)

- Higgins Ave – Lilliston Bridge line relocations Project
- Buy out of Property to Stage and house equipment
- Discussion with Columbia Gas to improve communication in contract
 - Pre- Construction meeting with neighborhoods effected
 - Deadlines set
 - Designated Contact being available to public (Pauline Bundy)

Motion by Brooks, seconded by Galbraith, approving municipal order 2020-23 approving Darrell Poynter to the Paris- Bourbon County Joint Planning Commission; term ending December 31, 2023. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

**CITY OF PARIS
ORDER 2020-23**

A MUNICIPAL ORDER APPROVING THE MAYOR’S APPOINTMENT OF DARRELL POYNTER TO THE PARIS-BOURBON COUNTY JOINT PLANNING COMMISSION FOR A TERM TO FULFILL AN UNEXPIRED TERM ENDING DECEMBER 31, 2023.

NOW THEREFORE be it resolved by the Board of Commissioners of the City of Paris that the Mayor’s appointment of Darrell Poynter to the Paris-Bourbon County Joint Planning Commission is approved to fulfill an unexpired term ending December 31, 2023.

Financials

Motion by Plummer, seconded by Galbraith, Approving November 2020 financial statements. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

CITY OF PARIS - GENERAL FUND
CASH BALANCES
as of November 30, 2020

ACCOUNT:		06/30/2018	06/30/2019	06/30/2020	08/31/2020	09/30/2020	10/31/2020	11/30/2020	11/30/2019
000-800	Operating	324,703	318,334	53,499	287,218	904,731	456,433	366,050	683,799
000-805	Special	3,386,350	4,161,251	5,424,769	5,896,760	5,342,570	5,872,964	6,700,621	4,705,766
	Total Operating Funds	3,711,053	4,479,585	5,478,268	6,183,978	6,247,301	6,329,397	7,066,671	5,389,565
RESTRICTED FUNDS:									
09-000-820	Municipal Aid	68,771	248,596	79,735	173,096	173,253	173,414	5,617	29,340
000-830	Police Special	3,775	3,818	3,873	3,880	3,884	3,887	3,891	3,842
000-833	Fed Narcotic Asset Forf.	27,100	27,100	27,100	27,100	27,100	27,100	27,100	27,100
000-837	Police Narcotic	29,327	30,896	32,249	32,405	32,434	32,465	32,493	31,459
		128,973	310,410	142,957	236,481	236,671	236,866	69,101	91,741
	Cash balances	3,840,026	4,789,995	5,621,225	6,420,459	6,483,972	6,566,263	7,135,772	5,481,306

CITY OF PARIS - UTILITY FUND
CASH BALANCES
as of November 30, 2020

ACCOUNT:	MONTH ENDING	6/30/2018	6/30/2019	06/30/2020	08/31/2020	09/30/2020	10/31/2020	11/30/2020	11/30/2019
007-005	Revenue Fund	201,002	115,741	140,575	263,348	214,890	43,069	148,662	174,868
007-007	Operating	42,430	74,252	53,541	15,015	54,830	15,939	12,664	8,565
007-010	Payroll	37,468	13,259	17,510	43,394	175,221	19,933	108,052	22,335
007-009 (BGF)	Operating Reserve	29,243	29,386	29,712	29,732	29,722	29,733	29,762	29,575
007-601	Unrest Investment Funds	132,287	133,696	135,630	33,303	33,333	33,364	33,395	134,539
007-602 (BGF)	Unrestricted Investments N/M	34,656	34,827	35,211	35,234	35,223	35,240	35,270	35,048
	Total Operating Funds	477,086	401,161	412,179	420,026	543,219	177,278	367,805	404,930
RESTRICTED FUNDS:									
007-415	Construction Fund	207,554	579,139	594,276	282,745	379,636	663,125	623,293	675,991
007-417	Depreciation Fund Reserve	153,908	155,643	157,892	158,187	158,330	158,478	158,621	156,625
007-503	KIA Debt Repayment Account	87,310	91,724	77,123	182,404	182,569	182,739	190,911	247,693
007-504	KIA Debt Reserve	105,577	106,767	108,312	108,514	108,612	108,714	108,812	107,440
007-611	KBC 2014A Debt Svc Res Fund	91,000	91,000	91,000	91,000	91,000	91,000	91,000	91,000
		645,349	1,024,273	1,028,603	822,850	920,147	1,204,056	1,172,637	1,278,749
	Cash balances	1,122,435	1,425,434	1,440,782	1,242,876	1,463,366	1,381,334	1,540,442	1,683,679

Motion by Galbraith, seconded by Gibson, Approving December 2020 financial statements. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.

CITY OF PARIS - GENERAL FUND
CASH BALANCES
as of December 31, 2020

ACCOUNT:		06/30/2018	06/30/2019	06/30/2020	09/30/2020	10/31/2020	11/30/2020	12/31/2020	12/31/2019
000-800	Operating	324,703	318,334	53,499	904,731	456,433	366,050	208,515	348,884
000-805	Special	3,386,350	4,161,251	5,424,769	5,342,570	5,872,964	6,700,621	6,513,367	4,711,761
	Total Operating Funds	3,711,053	4,479,585	5,478,268	6,247,301	6,329,397	7,066,671	6,721,882	5,060,645
RESTRICTED FUNDS:									
09-000-820	Municipal Aid	68,771	248,596	79,735	173,253	173,414	5,617	5,621	29,377
000-830	Police Special	3,775	3,818	3,873	3,884	3,887	3,891	3,893	3,847
000-833	Fed Narcotic Asset Forf.	27,100	27,100	27,100	27,100	27,100	27,100	27,100	27,100
000-837	Police Narcotic	29,327	30,896	32,249	32,434	32,465	32,493	35,215	31,545
		128,973	310,410	142,957	236,671	236,866	69,101	71,829	91,869
	Cash balances	3,840,026	4,789,995	5,621,225	6,483,972	6,566,263	7,135,772	6,793,711	5,152,514
	YTD Interest Income	26,599	47,421	77,413	16,970	22,944	29,230	33,644	37,270

CITY OF PARIS - UTILITY FUND
CASH BALANCES
as of December 31, 2020

ACCOUNT:	MONTH ENDING	6/30/2018	6/30/2019	06/30/2020	09/30/2020	10/31/2020	11/30/2020	12/31/2020	12/31/2019
007-005	Revenue Fund	201,002	115,741	140,575	214,890	43,069	148,662	276,049	161,195
007-007	Operating	42,430	74,252	53,541	54,830	15,939	12,664	26,296	100
007-010	Payroll	37,468	13,259	17,510	175,221	19,933	108,052	53,552	22,055
007-009 (BGF)	Operating Reserve	29,243	29,386	29,712	29,722	29,733	29,762	29,772	29,608
007-601	Unrest Investment Funds	132,287	133,696	135,630	33,333	33,364	33,395	33,416	134,710
007-602 (BGF)	Unrestricted Investments N/M	34,656	34,827	35,211	35,223	35,240	35,270	35,282	35,087
	Total Operating Funds	477,086	401,161	412,179	543,219	177,278	367,805	454,367	382,755
RESTRICTED FUNDS:									
007-415	Construction Fund	207,554	579,139	594,276	379,636	663,125	623,293	620,287	720,483
007-417	Depreciation Fund Reserve	153,908	155,643	157,892	158,330	158,478	158,621	158,722	156,824
007-503	KIA Debt Repayment Account	87,310	91,724	77,123	182,569	182,739	190,911	289	91,822
007-504	KIA Debt Reserve	105,577	106,767	108,312	108,612	108,714	108,812	108,881	107,577
007-611	KBC 2014A Debt Svc Res Fund	91,000	91,000	91,000	91,000	91,000	91,000	91,000	91,000
		645,349	1,024,273	1,028,603	920,147	1,204,056	1,172,637	979,179	1,167,706
	Cash balances	1,122,435	1,425,434	1,440,782	1,463,366	1,381,334	1,540,442	1,433,546	1,550,461
	YTD Interest Income	9,087	22,118	23,238	3,848	5,144	6,381	7,812	12,586

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

General Fund CHECK VENDOR AMOUNT

45721 1/15/2021 AMA SERVICES \$320.00
45722 1/15/2021 American Legal Publishing Co \$495.00
45723 1/15/2021 ARISTA INFORMATION SYSTEMS INC \$0.00
45724 1/15/2021 Bluegrass Office Systems, Inc \$33.99
45725 1/15/2021 Bourbon County Clerk \$23.00
45726 1/15/2021 Bourbon County Sheriff \$1,513.16
45727 1/15/2021 Casa Of Lexington \$1,666.67
45728 1/15/2021 Central Ky Quicklube & Tire \$646.44
45729 1/15/2021 DAN CUMMINS CHRYSLER DODGE JEEP RAM \$864.15
45730 1/15/2021 DATAMAX CORPORATION \$654.38
45731 1/15/2021 Don Crump & Son Electric, Inc \$550.00
45732 1/15/2021 ERIC JOHNSON \$768.87
45733 1/15/2021 Galls, Llc \$911.98
45734 1/15/2021 JOHN O SMITS \$831.89
45735 1/15/2021 KIMBALL MIDWEST \$79.15
45736 1/15/2021 Lexington Outdoor Power Equip \$2,192.00
45737 1/15/2021 Notary Commissions \$10.00
45738 1/15/2021 O'reilly Auto Parts \$60.78
45739 1/15/2021 OBERLANDER FINANCIAL SERVICES, PLLC \$3,900.00
45740 1/15/2021 Office Depot Card Plan \$301.30
45741 1/15/2021 PARIS-BOCO CHAMBER OF COMMERCE \$1,625.00
45742 1/15/2021 PARIS-BOCO JOINT PLANNING \$12,247.58
45743 1/15/2021 PARIS-BOCO PARKS & RECREATION BOARD \$13,044.58
45744 1/15/2021 PARIS-BOCO TOURISM \$1,562.50
45745 1/15/2021 Paris-Bourbon County E911 \$18,500.00
45746 1/15/2021 Paris-Bourbon County EDA \$2,250.00
45747 1/15/2021 Paris-Bourbon County EMS \$33,333.33
45748 1/15/2021 Pro Sound & Lights \$1,161.00
45749 1/15/2021 Regal Communications, Inc \$300.98
45750 1/15/2021 ROD LAYMAN MASONRY \$5,750.00
45751 1/15/2021 Southern States Lexington Coop \$0.00
45752 1/15/2021 Staples Business Credit \$458.78
45753 1/15/2021 Sturgill, Turner, Barker & \$2,960.00
45754 1/15/2021 Unifirst Corporation \$77.30
45755 1/15/2021 VERIZON WIRELESS \$80.06
45756 1/19/2021 Paris Machining Co., Inc \$85.00
45757 1/22/2021 A Action Pest Control Of Ky \$52.50
45758 1/22/2021 At&t Mobility - (6463) \$93.24
45759 1/22/2021 At&t Onenet Service \$6.99
45760 1/22/2021 Baptist Health Occupational SYSTOC \$92.00
45761 1/22/2021 BROWN, BRANDON \$100.00
45762 1/22/2021 Citizen Advertiser \$372.00
45763 1/22/2021 Columbia Gas Of Kentucky \$678.38
45764 1/22/2021 DATAMAX CORPORATION \$450.00
45765 1/22/2021 Fastenal Company \$25.67
45766 1/22/2021 Galls, Llc \$286.90
45767 1/22/2021 GUARDIAN/DENTAL \$1,087.38
45768 1/22/2021 Hillyard Kentucky \$278.64
45769 1/22/2021 HUMANA HEALTH/MEDICAL \$33,360.03
45770 1/22/2021 KEVIN AND LUCILLE INGRAM \$88.82
45771 1/22/2021 Kccma \$275.00
45772 1/22/2021 KENTUCKY LEAGUE OF CITIES TRUST \$1,343.18
45773 1/22/2021 Kentucky State Treasurer -Klec \$116.00
45774 1/22/2021 Lowes Business Acct/Syncb \$567.80
45775 1/22/2021 Riley Oil Company \$3,990.57
45776 1/22/2021 STANDARD INS. CO./LIFE \$1,766.04
45777 1/22/2021 Time Warner Cable \$111.97
45778 1/22/2021 Tractor Supply Credit Plan \$333.53
45779 1/22/2021 Unifirst Corporation \$827.30
45780 1/22/2021 VERIZON WIRELESS \$1,929.15

\$157,491.96

UTILITY PAYABLES - CHECK VENDOR AMOUNT

53402 Arista Information Systems, Inc \$7,644.15
53403 Bluegrass Office Systems Inc \$33.99
53404 BROWN EQUIPMENT COMPANY \$12.00
53405 CITCO WATER \$3,244.20
53406 CORE & MAIN LP \$137.75
53407 Crystal Springs \$19.53
53408 Custom Metalworks \$18.00
53409 Dxp Enterprises, Inc \$1,149.09
53410 Fouser Environmental Services \$4,578.00
53411 GCP ENVIRONMENTAL SOLUTIONS \$3,701.00
53412 Gulbrandsen Technologies Inc \$6,274.02
53413 Hayes Pipe Supply, Inc \$2,478.92
53414 LITRELL BROTHERS TREE SERVICE \$6,000.00
53415 Mim Distribution \$2,686.50
53416 Newgen Strategies & Solutions \$2,900.00
53417 O'reilly Auto Parts \$348.69
53418 OBERLANDER FIN. SERV., PLLC \$3,900.00
53419 Office Depot Credit Plan \$54.34
53420 Rumpke \$156.00
53421 Staples Advantage \$136.00
53422 STURGILL, TURNER, BARKER & MOLONEY \$906.50
53423 Unifirst Corporation \$1,068.32
53424 Usa Blue Book \$537.91
53425 A Action Pest Control \$52.50
53426 At&t Onenet Service \$8.84
53427 Central Ky Quicklube & Tire \$73.96
53428 CITCO WATER \$811.05
53429 Columbia Gas Of Kentucky, Inc. \$753.11
53430 Crystal Springs \$46.66
53431 Fouser Environmental Services \$2,765.00
53432 Great America Financial Servs \$69.17
53433 GUARDIAN/DENTAL \$272.99
53434 HUMANA HEALTH/MEDICAL \$12,609.70
53435 KENTUCKY LEAGUE OF CITIES TRUST \$484.68
53436 Living Waters Co., Inc. \$4,024.62
53437 Lowe's Business Acct/Gecrb \$336.30
53438 O'reilly Auto Parts \$0.00
53439 Office Depot Credit Plan \$22.38
53440 Riley Oil Company \$1,162.02
53441 STANDARD INS. CO./LIFE \$682.03
53442 Steele, Andrew \$100.00
53443 Stuart C. Irby Co. \$2,540.75
53444 T R Miller Mill Co Inc \$8,003.00
53445 Time Warner Cable \$129.99
53446 Tractor Supply Co \$87.35
53447 Unifirst Corporation \$111.08
53448 US DEPARTMENT OF ENERGY \$6,709.00
53449 VERIZON WIRELESS \$250.72

\$90,091.81

Brad Oberlander presented outstanding accounts payables invoices with General Fund outstanding of \$28,850.36 and Utility Fund outstanding of \$41,947.02. No Action taken

Commission & Staff Reports

Director of Human Resources Erin Morton

- Employee Handbook workshop requested for Mid-Spring

Finance Brad Oberlander

- Audit should be finalized and presented in February 2021

City Attorney Bryan Beaman

- Water Tower Lease for T-Mobile still in process
- Qx.net lease to renew discuss current services and potential new services in-kind

Commissioner, Angela Roberts

- Expressed appreciation for Chief Thomas for his role assisting with the Martin Luther King Jr Day March held in Paris on January 18th, 2021
- Expressed concerns over Rumpke Performance –
 - Leaving trash behind
 - Communicating changes in service

Adjourn

Motion by Brooks, seconded by Roberts, to adjourn the meeting at 10:45am. Motion carried by roll call vote of 5-0 with Plummer, Gibson, Galbraith, Roberts, and Brooks voting Aye.