

The City Council of the City of Eminence, Kentucky met in a regular session on Monday, November 13, 2017 at 6:15 p.m. at the Eminence City Hall with Mayor Drane Stephens and the following members present: Danny Meadows, Polly Troxell, Joey Bell, Fred Downey, and Lee Ann Armstrong. Absent was Member Leo Mason. Also in attendance were City Attorney William Brammell; City Clerk Sandra Doane; Public Works Director Matt McAllister; Police Officer Phillip Parham; Magistrate Scott Bates; and Henry County Local Representative Chris Brooke.

Mayor Stephens called the meeting to order at 6:15 p.m.

Pledge of allegiance held.

**Subject: County Business** – Magistrate Scott Bates reported that things are going well in the County with everyone working well together. Budget requests are a strain sometimes. Mayor Stephens asked about the Main Street grate. Scott reported that the state claims they have no money to do anything other than grind it back. It needs replacing. Member Downey stated there are several other grates around town that need replacing as well. Magistrate Bates stated he will continue to work on this.

#### **OLD BUSINESS:**

**Subject: Minutes** – The minutes of the previous regular session held on October 9, 2017 were reviewed. Mayor Stephens asked for any additions or corrections to the minutes. With no additional additions or changes forthcoming, Mayor Stephens stated they would stand approved as presented.

#### **REPORTS:**

**Subject: Police Department Report (Copy Attached Hereto)** – In the absence of Chief Kemper, Police Officer Phillip Parham presented the monthly activity report to council. They had 238 total contacts for the month. Twenty-Two citations were issued on twenty-nine charges. Eleven individuals were arrested on fourteen charges. Their citations were lower this month due to all the case work they have all been doing. Reported that their fuel usage was 464.3 gallons for a total cost of \$1,013.06.

Officer Parham reported they received 153 pounds of old medication during the national drug takeback program.

Officer Parham reported he is processing the Lam case with him being indicted in Henry Circuit Court for solicitation of sex from a minor. The Secret Service is now involved in this case.

Lieutenant Wells has charged an adult and two juveniles in the shooting incident on Hillcrest Drive.

**Subject: Public Works Department Report (Copy Attached Hereto)** - Public Works Director Matt McAllister reviewed the monthly activity report with council. Reported on routine activities.

Mr. McAllister reported that hydrants in town were flushed during fall break. This is done annually to ensure that each hydrant is functioning properly in the event of a fire and it also helps to maintain consistent chlorine residual and drinking water quality.

Mr. McAllister reported that we had to repair a water service behind the saloon after LG&E bored through our line while repairing their gas line which the telecommunications company struck during their boring project. The gas line break required evacuation of several businesses including City Hall.

Reported that two manholes on East Broadway were uncovered from years of blacktopping and raised level with the street.

Matt reported that the park and splashpad have been winterized with the portable restroom being secured down as best they can.

**Subject: Administrative Office Report (Copy Attached Hereto)** - City Clerk Sandra Doane reviewed the monthly administrative office report with council reporting that her office has been extremely busy this month with quarterly collections and collection of tax bills. Reported we have collected 76.5% of the total 2017 billed taxes with only \$48,334.67 remaining unpaid at November 8, 2017. Citizens received a total of \$6,444.31 in discounts for their early payment during October.

Clerk Doane reported on other receipts for the month. Reported receipt of \$3,129.51 for HB 308 for health insurance subsidy from the State and \$4,845.61 for bank deposit tax.

**Subject: Financial Report** – Mayor Stephens briefly reviewed the first quarter budget comparison with council indicating that all areas seem to be on target for this time of year. Asked council to review and let him or Clerk Doane know if any questions or concerns.

**Subject: Fire Department Report** – Member Meadows reviewed the October report with council which showed four total runs. Reported a total of 211-man hours with a lot of them due to the gas leak beside City Hall.

The Fire Board would like to nominate Tom Shroyer for the Ronnie Lucas award this year. Consensus of council to approve this nomination and to award the plaque at the December meeting.

**Subject: Festivals Update** – The Halloween Festival at the Renaissance Fair was reported on with the attendance being slightly down and the food collection being down a lot this year. The cold weather was probably a big factor. It was discussed that we might try and have it earlier in the month next year. Member Armstrong suggested that since we could not find the “Charlie” and “Danny” costumes for the seniors to use which resulted in them not being paid their fee, that we pay a \$100.00 invoice for them since it was our fault on the costumes. Consensus of council to do this for the senior class.

Clerk Doane reported that the Light Up Eminence committee is trying to make this event bigger and better this year with booths, carriage rides, and a bigger parade. They have secured someone to do carriage rides for \$800.00 from 4:30 thru 8:00 p.m. They would be offered to the public for free. Council in agreement to proceed with this as the budget has sufficient funds to cover the cost. The committee will meet again on November 16, 2017 to finalize everything so we can do proper advertising of all events.

**Subject: Parks Update** – Mayor Stephens reviewed the parks budget comparison with council per their request for information on how the utilities compared to budgeted amount. Now that we have a better idea on this we may consider looking at the hours for next year.

### **NEW BUSINESS:**

**Subject: Personnel Policy Update** – Mayor Stephens reported we need to update the City's personnel policy since it was last updated in 2010. We have received a quote and contract from KLC to assist us with this update. The cost will be \$3,000.00 plus expenses. This will include up to two training sessions and will include legal updates for four years from the completion date. We have money in the budget for this project. Motion made by Member Meadows and seconded by Member Troxell to authorize the Mayor to enter into this professional service agreement with KLC to update the City's personnel policy as presented. On a call for vote by Clerk Doane, all members present voted "Yea".

**Subject: Alcohol Ordinance Amendment** – Mayor Stephens reported that, in addition, to the change discussed at the last meeting as pertains to December 31<sup>st</sup> falling on a Sunday it was suggested by Clerk Doane to proceed with the previously discussed changes to allow for a beer garden at Eminence Day. Attorney Brammell has drafted the ordinance to include this change as well. Discussion held, including that if passed we would need a different rate structure for booth rental. Attorney Brammell held the first reading of an ordinance amending our alcohol ordinance for selling of alcohol on December 31<sup>st</sup> when it falls on a Sunday and amending the ordinance to allow for a beer garden. Clerk Doane asked to check with our insurance carrier on whether this will create any additional liability to the City.

**Subject: Closing of City Streets** – The Festival Committee is requesting the closure of upper and lower East Broadway between the CVS and Citizens Deposit Bank for Light Up Eminence. Motion made by Member Troxell and seconded by Member Meadows to authorize the temporary closing of East Broadway from Penn Avenue to Main Street in both directions at 3:00 p.m. on December 2, 2017 until 9:00 p.m. the same day in order to accommodate booths and other events for Light Up Eminence. On a call for vote, all members present voted "Yea".

**Subject: Planning & Zoning Appointments** – Mayor Stephens reported our appointees' terms to the Planning Commission and Board of Adjustments are expiring and we need to reappoint them or make other appointments. Carol Spreitzer is our Planning Commissioner and Charles Brewer, Jr. is our Board of Adjustment member. Motion made by Member Downey and seconded by Member Troxell to reappoint Carol Spreitzer as our Planning Commissioner and Charles Brewer, Jr. as our Board of Adjustments member for another four-year term effective January 1, 2018.

**Subject: Zoning Ordinance Amendments** – Mayor Stephens presented an ordinance from Planning and Zoning for amendments to the zoning ordinance for Henry County and all the incorporated cities. Discussion held. No reading was held with council requesting someone attend our meeting to discuss these proposed changes.

**Subject: Open Citizen Comments** – None.

**Subject: Mayor's Update** - Mayor Stephens reported that he was able to obtain an appraisal on the surplus meters which was under \$5,000.00 which allowed him to proceed with selling them to the individual who was interested in them. They were sold for \$2,570.00 total.

Mayor Stephens reported that our Christmas dinner will be on December 12, 2017 with more information to follow.

Mayor Stephens stated he would like for council to take a tour of the Tristan Ridge development sometime next week to see the progress going on there. He will let everyone know the time and date.

**Subject: Council – New Business** – Member Downey reported on the prices obtained by Member Mason to do a mural on the side of the building previously discussed on Main Street. Member Mason found out that the average banner cost would be \$1,500.00 with each artist normally getting paid \$500.00 for their image. Member Downey stated he and Member Mason had discussed having our art students participate in a contest for inclusion on the wall and to offer a prize of perhaps \$200.00. Discussion held that this is not our property and even if we got permission to do this it could result in everyone else in town wanting one on their building.

**Subject: Warrants** - The warrants for payment were presented and reviewed. Motion made by Member Meadows and seconded by Member Troxell to approve the warrants for payment as presented. On a call of vote, all members present voted “Yea”.

**Subject: Closed Session** – None needed.

With no further business to be discussed, motion made by Member Meadows and seconded by Member Troxell to adjourn. All members present voted “Yea”. Meeting adjourned at 7:37 p.m.

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DRANE STEPHENS, MAYOR  
CITY OF EMINENCE, KENTUCKY

ATTEST: \_\_\_\_\_  
SANDRA A. DOANE, CITY CLERK  
CITY OF EMINENCE, KENTUCKY