

Paris City Commission
Commission Chambers
Paris, Kentucky
November 24, 2015

The Paris City Commission met in regular session at 9:00 a.m. on Tuesday, November 24, 2015. Mayor 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, and City Clerk/Treasurer Stephanie Settles.

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 with Thornton abstaining from the vote the motion carried to approve minutes of November 10, 2015 regular meeting and November 17, 2015 special meeting.

New Business/Action Items

QX.Net presented Residential and Business service rates with a lease agreement. The City of Paris and QX.Net is moving forward with contract negotiations.

Plummer discussed the warranty inspection of the bypass water tank. Reporting the tank is considered to be in excellent condition with minor touch up required.

Motion made by Brooks, seconded by Gray approving and unanimously carried to approve Thornton to sign a flood mitigation contract with FEMA.

Motion made by Gray, seconded by Perraut and unanimously carried to approve Plummer as the financial agent for FEMA funds.

Motion made by Galbraith, seconded by Perraut and unanimously carried to approve a Municipal Order approving the Mayor's appointment to the Paris Housing Authority Board of Commissioners of John Beaton to fulfill an unexpired term.

**CITY OF PARIS
ORDER 2015-13**

A MUNICIPAL ORDER APPROVING THE MAYOR'S APPOINTMENT TO THE PARIS HOUSING AUTHORITY BOARD OF COMMISSIONERS OF JOHN BEATON TO FULFILL AN UNEXPIRED TERM.

Be it resolved by the City of Paris:

Section 1. On August 6, 2013, the City Commission approved the Mayor's appointment of Ethel Jones to the Paris Housing Authority Board of Commissioners for for a term ending August 31, 2017.

Section 2. That Ethel Jones has recently passed away creating a vacancy for her position.

Section 3. John Beaton is also immediately appointed to fill the vacancy on the Paris Housing Authority Board of Commissioners.

This Order shall take effect upon its passage as required by law.

Enacted: Regular Meeting, November 24, 2015.

CITY OF PARIS

Michael Thornton, Mayor

ATTEST:

Stephanie Settles, City Clerk

Main Street program requested the first FY16 contribution of \$ 5,000. Contribution was approved as part of the budget funds and approved for release.

Motion by Thornton, seconded by Brooks and unanimously carried to approve a \$ 500 contribution to the Paris/Bourbon County Chamber of Commerce Christmas Parade.

Erin Morton HR Director presented for review a draft Travel Policy.

Motion by Brooks, seconded by Perraut and unanimously carried to approve and accept the executed Last Chance Agreement with City Manager John Plummer.

Erin Morton HR Director presented for review the responsibilities and duties for the Director of Finance position. Thornton requested a defined job description for the City Manager. Morton stated once the Director of Finance job description is finalized an updated City Manager job description will be provided. Galbraith opened discussion if a Utility Director position is needed expressing all positions should be reviewed and finalized collectively.

Financial Business

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

General Fund

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>DESCRIPTION OF PURCHASE</u>
ASSURANT EMPLOYEE BENEFITS	\$ 558.24	EMPLOYEE LIFE INSURANCE - ALL DEPARTMENTS
AT & T	\$ 61.90	COMMUNICATIONS - CLERK/TREASURER
	\$ 65.02	COMMUNICATIONS - CITY MGR/BUILDING
	\$ 336.42	COMMUNICATIONS - POLICE DEPARTMENT
	\$ 62.41	COMMUNICATIONS - ENGINEERING IT
	\$ 134.54	COMMUNICATIONS - E-911
	\$ 50.56	COMMUNICATIONS - EDA
BB & T GOVERNMENTAL FINANCE	\$6,756.80	VEHICLE LEASE - POLICE DEPARTMENT
BLUEGRASS COMPUTER NETWORK		
BLUEGRASS UNIFORMS	\$ 631.01	UNIFORMS - FIRE DEPARTMENT
BME INC	\$ 1,465.92	BOILER REPAIRS - CITY MGR BUILDING
BOURBON COMMUNITY HOSPITAL	\$ 85.00	PRE-EMPLOYMENT - POLICE DEPARTMENT
BURDINE SECURITY COMPANY	\$ 556.52	BUILDING LOCKS - CITY MGR/ BLDG
B.W. ROGERS	\$ 98.28	VEHICLE PARTS - STREET DEPARTMENT
CAR TOWN CHRYSLER	\$ 50.00	VEHICLE MAINTENANCE - POLICE DEPARTMENT
CARLISLE GIFTS & COLLECTIBLES	\$ 1,000.00	D.A.R.E. CONTRIBUTION - COMMISSION
CENTRAL KY MECHANICAL	\$ 1,100.00	VEHICLE MAINTENANCE - STREET DEPARTMENT
CINTAS	\$ 139.02	UNIFORMS - STREET DEPARTMENT
	\$ 236.75	JANITORIAL SUPPLIES - CITY MGR / BUILDING
	\$ 120.68	UNIFORMS - STREET DEPARTMENT
	\$ 196.00	UNIFORMS - STREET DEPARTMENT
	\$ 245.56	JANITORIAL SUPPLIES - CITY MGR / BUILDING
	\$ 120.68	UNIFORMS - STREET DEPARTMENT
CITY OF PARIS UTILITIES	\$ 2,450.60	UTILITIES - FIRE DEPARTMENT
	\$ 409.26	UTILITIES - STREET DEPARTMENT
	\$ 1,216.40	UTILITIES - COMMISSION
	\$ 12,623.16	UTILITIES - CITY MGR/BUILDING
CITY TIRE	\$ 20.00	TIRE MAINTENANCE - STREET DEPARTMENT
CMRS-FP	\$ 2,000.00	POSTAGE - CITY CLERK/TREASURER
COLUMBIA GAS	\$ 188.47	UTILITIES - FIRE DEPARTMENT
	\$ 177.60	UTILITIES - CITY MGR/BUILDING

	\$ 78.82	UTILITIES - STREETS
ENSITE	\$ 69.00	PRE-EMPLOYMENT SCREEN - STREETS
FLEET ONE LLC	\$ 255.64	FUEL - ENGINEERING/IT
	\$ 3,902.91	FUEL - POLICE DEPARTMENT
	\$ 1,234.50	FUEL - FIRE DEPARTMENT
	\$ 1,685.17	FUEL - EMS
	\$ 897.18	FUEL - STREETS
	\$ 182.69	FUEL - EDA
GUARDIAN	\$ 2,213.15	DENTAL INSURANCE - ALL DEPARTMENTS
HAMILTON HINKLE PAVING	\$ 303.62	ASPHALT - STREET DEPARTMENT
HARMON ADAM	\$ 60.34	EXPENSE REIMBURSEMENT - POLICE DEPARTMENT
HINKLE CONTRACTING	\$ 85.68	ASPHALT - STREET DEPARTMENT
JENNY BOONE DESIGN	\$ 35.00	WEBSITE MAINTENANCE - CITY CLERK/TREASURER
KENTUCKY MOTORS	\$ 144.00	VEHICLE SUPPLIES - FIRE DEPARTMENT
	\$ 236.98	VEHICLE PARTS - STREET DEPARTMENT
	\$ 91.27	VEHICLE SUPPLIES - STREET DEPARTMENT
	\$ 76.00	VEHICLE SUPPLIES - FIRE DEPARTMENT
	\$ 183.97	VEHICLE SUPPLIES - STREET DEPARTMENT
	\$ 76.00	VEHICLE SUPPLIES - FIRE DEPARTMENT
KLC INSURANCE	\$ 33,921.21	EMPLOYEE INSURANCE - ALL DEPARTMENTS
KENTUCKY UNIFORMS	\$ 152.47	UNIFORMS - FIRE DEPARTMENT
L & W EQUIPMENT	\$ 165.75	BUILDING SUPPLIES - CITY MGR BLDG
LINE-X OF KENTUCKY	\$ 1,673.96	NEW VEHICLE MAINTENANCE - STREET DEPARTMENT
MARTIN'S SANITATION	\$ 1,125.00	RENTAL - COMMISSION
MASTIN'S AUTO SERVICE	\$ 108.00	ROAD SIGN MAINTENANCE - CITY MRG/BUILDING
MURPHY ELEVATOR	\$ 731.85	ELEVATOR MAINTENANCE - CITY MGR/BUILDING
OFFICE DEPOT	\$ 449.85	OFFICE SUPPLIES - POLICE DEPARTMENT
PLUMMER CONSTRUCTION	\$ 1,975.02	BUILDING MAINTENANCE - CITY MGR/BLDG
PRIMM JP	\$ 181.84	EXPENSE REIMBURSEMENT - POLICE DEPARTMENT
SHERWIN WILLIAMS	\$ 277.20	PAINTING SUPPLIES - STREET DEPARTMENT
SOUTH MAIN BP	\$ 56.00	DIESEL - STREET DEPARTMENT
STURGILL TURNER BAKER	\$ 784.30	LEGAL CONSULTING - GENERAL ADMIN
UNITED HEALTHCARE INSURANCE	\$ 39,136.77	HEALTH INSURANCE - ALL DEPARTMENTS
VERIZON WIRELESS	\$ 36.77	COMMUNICATIONS - CITY MGR/BUILDING
	\$ 160.04	COMMUNICATIONS - FIRE DEPARTMENT
	\$ 1,654.72	COMMUNICATIONS - POLICE DEPARTMENT
WALMART	\$ 61.78	SUPPLY CABINET - FIRE DEPARTMENT
YMCA	\$ 3,750.00	CONTRIBUTION - COMMISSION
<u>TOTAL</u>	<u>\$ 127,621.25</u>	

Utility Fund

<u>VENDOR NAME</u>	<u>AMOUNT</u>	<u>DESCRIPTION OF PURCHASE</u>
AMERICAN DEVELOPMENT CORP	\$ 1,574.20	TREATMENT CHEMICALS - WATER
ASSURANT EMPLOYEE BENEFITS	\$ 240.00	INSURANCE - ALL UF DEPARTMENTS
ATLAS ELECTRIC MOTOR SVC	\$ 7,182.04	MAJOR CAPITAL OUTLAY - WWTP (FLOOD)
AT&T (5014)	\$ 62.00	COMMUNICATIONS - RECYCLING CENTER
AT&T (5019)	\$ 152.88	COMMUNICATIONS - UTILITY ADMINISTRATION
AT&T 105068	\$ 60.37	COMMUNICATIONS - SANITATION
AT&T CLUB SERVICE	\$ 163.82	COMMUNICATIONS - WATER
	\$ 127.08	COMMUNICATIONS - WWTP
	\$ 32.28	COMMUNICATIONS - SANITATION
	\$ 32.28	COMMUNICATIONS - RECYCLING CENTER
AT&T ONENET SERVICE	\$ 2.60	COMMUNICATIONS - ELECTRIC DISTRIBUTION
	\$ 2.80	COMMUNICATIONS - WATER
	\$ 1.69	COMMUNICATIONS - WWTP
	\$ 1.53	COMMUNICATIONS - RECYCLING CENTER
BIDDLE, AARON	\$ 100.00	REIMBURSE SAFETY BOOTS - ELECTRIC DISTRIBUTION
BOB SUMMERAL TIRE	\$ 1,991.60	OFFICE EQUIPMENT - UTILITY ADMINISTRATION
BRENNTAG MID-SOUTH	\$ 2,810.00	TREATMENT CHEMICALS - WWTP
BROWNSTOWN ELECTRIC	\$ 2,163.80	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
BURDINE SECURITY INC	\$ 75.00	CONTRACT SERVICES - WATER
CCP INDUSTRIES	\$ 43.56	SAFETY CLOTHING & GEAR - SANITATION
CENTRAL KY MECHANICAL	\$ 7,374.12	VEHICLE MAINTENANCE - SANITATION
CINTAS CORPORATION	\$ 204.54	UNIFORMS - RECYCLING
C I THORNSBURG	\$ 1,948.48	SPECIFIC SUPPLIES - WATER DISTRIBUTION
CITIZEN ADVERTISER	\$ 147.00	ADVERTISING - UTILITY ADMINISTRATION
	\$ 12.00	ADVERTISING - SANITATION
CLEETON DAVIS COURT REP	\$ 318.75	PROFESSIONAL SERVICES - UTILITY ADMINISTRATION
COLUMBIA GAS	\$ 75.88	UTILITIES - ELECTRIC DISTRIBUTION & WATER

COLUMBIA GAS	\$	51.01	UTILITIES - RECYCLING CENTER
	\$	46.88	UTILITIES - WWTP
EADS HARDWARE	\$	29.45	CONSTRUCTION MATERIALS - ELECTRIC PRODUCTION
	\$	229.75	OTHER MATERIALS & SUPPLIES - ELECTRIC DISTRIBUTION
	\$	109.42	OTHER MATERIALS & SUPPLIES - WATER DISTRIBUTION
	\$	46.62	OTHER MATERIALS & SUPPLIES - WATER
	\$	188.96	EQUIPMENT PARTS - WWTP
	\$	22.49	SMALL TOOLS - SANITATION
ENSITE INC	\$	2,333.00	PHYSICALS & DRUG SCREENS - SANIT/ELEC.DIST./UA
EQUIPMENT RESOURCES	\$	450.24	SAFETY CLOTHING & GEAR - ELECTRIC DISTRIBUTION
4-WAY ELECTRIC	\$	7,550.00	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
FASTENAL COMPANY	\$	108.67	SMALL TOOLS - ELECTRIC DISTRIBUTION
FEDERAL EXPRESS	\$	36.04	POSTAGE - UTILITY ADMINISTRATION
FITE, GILBERT	\$	100.00	REIMBURSE SAFETY BOOTS - WATER
FOUSER ENVIRONMENTAL	\$	336.00	LAB TESTING - WATER & WWTP
GUARDIAN	\$	911.26	INSURANCE - ALL UF DEPARTMENTS
KENTUCKY BANK - VISA	\$	1,488.91	MAJOR CAPITAL OUTLAY - ELECTRIC PRODUCTION
	\$	140.00	TRAINING & EDUCATION - ELECTRIC DISTRIBUTION
	\$	60.00	TRAINING & EDUCATION - WATER
	\$	1,008.78	TECHNICAL SUPPLIES - WWTP
	\$	495.70	EDUCATION & TRAINING - WWTP
	\$	(29.40)	TECHNICAL SUPPLIES - WWTP
	\$	202.19	TRAVEL & LODGING - WATER
	\$	202.20	TRAVEL & LODGING - WWTP
KENTUCKY LEAGUE OF CITIES	\$	1,627.12	INSURANCE - ALL UF DEPARTMENTS
KLC PREMIUM FINANCE CO	\$	25,506.61	INSURANCE - ALL UF DEPARTMENTS
KENTUCKY MOTORS OF PARIS	\$	8.85	VEHICLE MAINTENANCE - WATER DISTRIBUTION
	\$	48.60	OIL & LUBRICANTS - WATER
	\$	30.88	OTHER MATERIALS - WATER
	\$	85.09	VEHICLE PARTS - WWTP
	\$	3.00	VEHICLE PARTS - UTILITY ADMINISTRATION
KENTUCKY STATE TREASURER	\$	41,330.59	KY SALES/SCHOOL TAX - UTILITY ADMINISTRATION
KY UNDERGROUND PROTECTION	\$	144.00	CONTRACT SERVICES - UTILITY ADMINISTRATION
KENTUCKY UTILITIES	\$	325,758.91	SEPA POWER PURCHASE - ELECTRIC PRODUCTION
KIMBALL MIDWEST	\$	168.64	CONSTRUCTION MATERIALS - ELECTRIC PRODUCTION
LABORATRY PRODUCTS	\$	258.00	SPECIFIC SUPPLIES - WATER
LINVILLE ELECTRIC	\$	216.60	BUILDING MAINTENANCE - WWTP
LOWE'S	\$	96.22	BUILDING MAINTENANCE - WATER
MCCARTY, JAMES	\$	373.43	REIMBURSE TRAVEL & MEALS - UTILITY ADMINISTRATION
MCDONALD, CHARLES	\$	259.55	REIMBURSE TRAVEL & MEALS - WWTP
NEPTUNE EQUIPMENT	\$	56.40	SPECIFIC SUPPLIES - WATER DISTRIBUTION
NEWGEN STRATEGIES	\$	747.88	PROFESSIONAL FEES - UTILITY ADMINISTRATION
NORTHFIELD OIL COMPANY	\$	652.80	OIL & LUBRICANTS - ALL UF DEPARTMENTS
OFFICE TEAM	\$	1,350.00	UTILITY TEMP - UTILITY ADMINISTRATION
PARIS MACHINING LLC	\$	75.00	EQUIPMENT MAINTENANCE - ELECTRIC DISTRIBUTION
PEARL SUPPLIES LLC	\$	3,027.80	TREATMENT CHEMICALS - WWTP
QUILL	\$	308.95	OFFICE SUPPLIES - WWTP
ROE EXCAVATING	\$	600.00	CONSTRUCTION MATERIALS - ELECTRIC DIST. & WATER
RUMPKE	\$	29,841.05	TRASH REMOVAL - WWTP & SANITATION
SELECTIVE INSURANCE	\$	14,729.00	FLOOD INSURANCE - WATER
SMITS GREENHOUSES	\$	62.50	OTHER MATERIALS - WATER
SPIEGEL & MCDIARMID	\$	2,837.71	PROFESSIONAL FEES - UTILITY ADMINISTRATION
STANDARD BUSINESS MACHINE	\$	44.45	EQUIPMENT MAINTENANCE - UTILITY ADMINISTRATION
TIME WARNER CABLE	\$	177.45	COMMUNICATIONS - WWTP
	\$	77.45	COMMUNICATIONS - WATER
	\$	167.44	COMMUNICATIONS - ELECTRIC DISTRIBUTION
TRACTOR SUPPLY CO	\$	59.96	SMALL TOOLS - ELECTRIC PRODUCTION
	\$	179.99	POWER TOOLS - ELECTRIC DISTRIBUTION
	\$	43.98	POWER TOOLS - WATER
	\$	25.41	EQUIPMENT PARTS - WWTP
	\$	224.94	SAFETY GEAR & CLOTHING - UTILITY ADMINISTRATION
UNITED HEALTHCARE INS CO	\$	22,344.86	NOVEMBER INSURANCE - UTILITY ADMINISTRATION
US DEPT OF ENERGY	\$	4,981.50	SEPA POWER PURCHASE - ELECTRIC PRODUCTION
VARIOUS UTILITY CUSTOMERS	\$	56.54	REIMBURSE UTILITY DEPOSIT - UTILITY ADMINISTRATION
VERIZON WIRELESS	\$	2,117.15	COMMUNICATIONS - ALL UF DEPARTMENTS
VISA - TRADITIONAL BANK	\$	203.04	TRAVEL & LODGING - WATER
	\$	203.04	TRAVEL & LODGING - WWTP
	\$	1,028.12	PROFESSIONAL FEES - UTILITY ADMINISTRATION
	\$	159.63	TRAVEL & LODGING - UTILITY ADMINISTRATION
	\$	75.00	MEALS - UTILITY ADMINISTRATION

WALMART CREDIT CARD	\$ 75.09	CLEANING SUPPLIES - ELECTRIC PRODUCTION
	\$ 18.87	OTHER MATERIALS & SUPPLIES - ELEC.DISTRIBUTION
	\$ 15.92	SPECIFIC SUPPLIES - WWTP
WHAYNE SUPPLY COMPANY	\$ 5,227.14	EQUIPMENT MAINTENANCE - WWTP
TOTAL	\$ 530,730.62	

Motion made by Thornton, seconded by Galbraith and unanimously carried to approve the October financials for General Fund and Combined Utilities as presented.

Withrow discussed receiving funding award notification for FEMA Packet 138, Worksheet 96 in the amount of \$ 29,000 and Packet 115, Worksheet 123 in the amount of \$ 23,000.

Motion by Thornton, seconded by Perraut and unanimously carried to approve John Plummer to sign title transfer of vehicle to EDA.

Motion by Perraut, seconded by Brooks and unanimously carried to approve a budget amendment effective the first pay period January 2016 allowing E-911 to work 12 hour shifts.

Staff Reports

Patrick Harney reported one new employee has been hired with more interviews scheduled for the upcoming week.

Fire Chief Roe announced the Ambulance service passed inspection with no issues to report.

Thornton requested Morton to peruse options and pricing to outsource payroll. Morton stated she would send out request for proposals.

Adjournment

Motion by Brooks, seconded by Gray and unanimously carried to adjourn the meeting at 10:26 a.m.

Mayor

Attest:

City Clerk/Treasurer