

Paris City Commission
Commission Chambers
Paris, Kentucky
January 24, 2017

The Paris City Commission met in regular session at 9:01 a.m. on Tuesday, January 24, 2017.

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

Present: Mayor, Michael Thornton, Commissioner, Matt Perraut, Commissioner, Tim Gray, Commissioner, Wallis Brooks, Interim City Manager, Mike Withrow, City Attorney, Todd Osterloh and City Clerk/Treasurer, Stephanie Settles.

Absent: Commissioner, Mike Kendall

Upon determining a quorum was present for the transaction of business, Interim City Manager, Mike Withrow proceeded to conduct the meeting.

Approve Agenda

Motion by Brooks, seconded by Perraut, the motion unanimously carried to approve the agenda as presented.

Approve Minutes

Motion by Thornton, seconded by Gray, the motion unanimously carried to approve minutes of January 9, 2017 Special Meeting.

Motion by Brooks, seconded by Thornton, the motion unanimously carried to approve the minutes of January 10, 2017 Regular Meeting.

Public Comment - None

New Business/Action Items

Motion by Thornton, seconded by Gray, the motion unanimously carried to approve a Resolution authorizing the Mayor to make application for and upon approval to enter into an agreement with the Kentucky Office of Homeland Security (KOHS).

*Resolution for application for and administration of
Kentucky Office of Homeland Security Project(s)*
CITY OF PARIS

RESOLUTION 2017-1

City of Paris

A RESOLUTION OF THE CITY OF PARIS , KENTUCKY AUTHORIZING THE MAYOR TO MAKE APPLICATION FOR AND, UPON APPROVAL, TO ENTER INTO AN AGREEMENT WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY (KOHS), TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY KOHS TO FACILITATE AND ADMINISTER THE PROJECT AND TO ACT AS THE AUTHORIZED CORRESPONDENT FOR THIS PROJECT. THIS RESOLUTION ALSO ESTABLISHES PROCUREMENT POLICY FOR ANY KOHS APPROVED PROJECT FOR THE FY-2017 APPLICATION CYCLE.

WHEREAS, the City of Paris , Kentucky desires to make an application for United States Department of Homeland Security and/or Commonwealth of Kentucky funds for a project to be administered by Kentucky Office of Homeland Security:

WHEREAS, it is recognized that an application for and approval of Kentucky Office of Homeland Security funds impose certain obligations and responsibilities upon the city:

NOW, THEREFORE, be it resolved this 24 day of January 2017, by the City of Paris, Kentucky,

The Mayor is hereby authorized to execute and furnish all required documentation, including a memorandum of agreement, as may be required by KOHS for the furtherance of the above-referenced project and to act as the authorized correspondent for said project.

For the purpose of any KOHS funded projects using FY-2017 funds the city will use the provisions of KRS 45A for the purchase of equipment and/or services. For any equipment and/or services under \$20,000 three (3) quotes will be obtained. For any equipment and/or services that exceeds \$20,000 the provisions of KRS 45A will apply.

Motion by Thornton, seconded by Brooks, the motion unanimously carried to approve payment of invoices as presented:

General Fund

VENDOR NAME	AMOUNT	DESCRIPTION OF PURCHASE
AT&T CLUB SERVICE	\$ 564.01	COMMUNICATIONS - ALL GF DEPARTMENTS
AT&T ONENET SERVICES	\$ 47.43	COMMUNICATIONS - ALL GF DEPARTMENTS
BLUEGRASS KESCO	\$ 200.00	MAINTENANCE AGREEMENT - CITY
BLUEGRASS OFFICE SYSTEMS INC	\$ 30.00	MANAGER/BUILDING
BOLING, KYLE	\$ 95.39	OFFICE SUPPLIES - CITY MANAGER/BUILDING
BOURBON COUNTY SENIOR CENTER	\$ 7,000.00	REIMBURSE SAFETY BOOTS - STREETS
BOURBON COUNTY SHERIFF	\$ 1,389.41	GRANTS/SUBSIDIES - COMMISSION
CCP INDUSTRIES	\$ 109.43	PT ANIMAL CONTROL REIMBURSEMENT - COMMISSION
CENTRAL EQUIPMENT	\$ 520.00	UNIFORMS/CLOTHING - STREET DEPARTMENT
CHRYSLER DODGE JEEP RAM PARIS	\$ 4,102.80	EQUIPMENT PARTS - STREET DEPARTMENT
CINTAS CORPORATION	\$ 1,757.76	VEHICLE MAINTENANCE - POLICE DEPARTMENT
CITIZEN ADVERTISER	\$ 594.50	UNIFORM SERVICE - ALL GF DEPARTMENTS
CITY OF PARIS	\$ 8,665.96	ADVERTISING - COMMISSION
CMRS-FP	\$ 500.00	UTILITIES - ALL GF DEPARTMENTS
COCKRELL'S AUTO CENTER INC	\$ 1,287.16	POSTAGE - GENERAL ADMINISTRATION
COLUMBIA GAS	\$ 193.35	VEHICLE MAINTENANCE - POLICE DEPARTMENT
	\$ 598.59	UTILITIES - STREET DEPARTMENT
CUSTOM METALWORKS	\$ 219.50	UTILITIES - FIRE DEPARTMENT
EADS HARDWARE	\$ 152.72	EQUIPMENT MAINTENANCE - STREET DEPARTMENT
	\$ 41.06	EQUIPMENT MAINTENANCE - STREET DEPARTMENT
	\$ 463.88	BUILDING MAINTENANCE - FIRE DEPARTMENT
ENSITE LLC	\$ 69.00	BUILDING UPKEEP - CITY MANAGER/BUILDING
FISTER WILLIAMS OBERLANDER	\$ 700.00	PHYSICALS/DRUG SCREENS - POLICE DEPARTMENT
GRW ENGINEERS	\$ 13,068.50	PROFESSIONAL FEES - CLERK/TREASURER
GUARDIAN	\$ 1,699.50	PROFESSIONAL SERVICES - ENGINEERING/IT
HAIX USA	\$ 758.00	DENTAL INSURANCE - ALL GF DEPARTMENTS
HILLYARD KENTUCKY	\$ 1,245.28	TECHNICAL FEES - FIRE DEPARTMENT
HOPEWELL COMPANY INC	\$ 1,266.40	CLEANING SUPPLIES - CITY MANAGER/BUILDING
JENNY BOONE DESIGN STUDIO LLC	\$ 15.00	PROFESSIONAL SERVICES - COMMISSION
	\$ 15.00	WEB HOSTING - POLICE DEPARTMENT
KACP MEMBERSHIP	\$ 380.00	WEB HOSTING - FIRE DEPARTMENT
KENTUCKY BANK - VISA	\$ 174.00	DUES - POLICE DEPARTMENT
	\$ 168.81	POSTAGE - CLERK/TREASURER
	\$ 643.50	BUILDING UPKEEP - CITY MANAGER/BUILDING
	\$ 21.41	COMMUNICATIONS - CITY MANAGER/BUILDING
	\$ 214.74	OTHER MATERIALS - CITY MANAGER/BUILDING
KENTUCKY MOTORS OF PARIS	\$ 344.59	TRAVEL/TRAINING - POLICE DEPARTMENT
	\$ 44.97	VEHICLE PARTS - STREET DEPARTMENT
KENTUCKY MUNICIPAL CLERKS ASSOCIATION	\$ 40.00	VEHICLE MAINTENANCE - FIRE DEPARTMENT
KENTUCKY UTILITIES	\$ 6,122.78	DUES - CLERK/TREASURER
KLC PREMIUM FINANCE CO	\$ 31,818.94	UTILITIES - COMMISSION & FIRE DEPARTMENT
LOCAL GOVERNMENT	\$ 413.75	PYMT 7 OF 9 - INSURANCE - ALL GF DEPARTMENTS
LEASOR, BRAD & REDA	\$ 82.66	OFFICE EQUIPMENT - CLERK/TREASURER
NETWORKFLEET INC	\$ 379.00	2015/2016 HEX REFUND - GENERAL ADMINISTRATION
OFFICE DEPOT	\$ 9.76	FIELD LAPTOP COMPUTERS - POLICE DEPARTMENT
	\$ 592.89	OFFICE SUPPLIES - CITY MANAGER/BUILDING
PARIS-BOURBON COUNTY EMS	\$ 22,200.00	OFFICE SUPPLIES - POLICE DEPARTMENT
PARIS-BOURBON COUNTY E911	\$ 16,000.00	CONTRIBUTION - GENERAL ADMINISTRATION
PROVANTAGE LLC	\$ 678.00	CONTRIBUTION - GENERAL ADMINISTRATION
RILEY OIL COMPANY	\$ 5,462.93	OTHER MATERIALS - POLICE DEPARTMENT
ROBERTS HEAVY DUTY TOWING	\$ 1,452.67	GAS & DIESEL - ALL GF DEPARTMENTS
SIMPLEX GRINNELL LP	\$ 2,422.00	VEHICLE MAINTENANCE - FIRE DEPARTMENT
SUN LIFE FINANCIAL	\$ 494.48	BUILDING UPKEEP - CITY MANAGER/BUILDING
UNITED HEALTHCARE INSURANCE CO	\$ 31,206.94	LIFE INSURANCE - ALL GF DEPARTMENTS
VERIZON WIRELESS	\$ 2,196.40	MEDICAL INSURANCE - ALL GF DEPARTMENTS
WORLD ACCEPTANCE CORPORATION	\$ 498.80	COMMUNICATIONS - ALL GF DEPARTMENTS
YOUTH BASEBALL OF PARIS LLC	\$ 9,250.00	2015 NP REFUND - GENERAL ADMINISTRATION
TOTAL:	\$ 180,683.65	GRANTS/SUBSIDIES - GENERAL ADMINISTRATION

Utility Fund

VENDOR NAME	AMOUNT	DESCRIPTION OF PURCHASE
A-1 PORTABLES	\$ 295.00	MAJOR CAPITAL OUTLAY (FLOOD) - ELEC. DISTRIBUTION
ANIXTER INC	\$ 743.54	SAFETY CLOTHING - ELECTRIC DISTRIBUTION
ASPLUNDH TREE	\$ 2,200.00	CONTRACT SERVICE3S - ELECTRIC DISTRIBUTION
AT&T CLUB SERVICE	\$ 364.81	COMMUNICATIONS - ALL UF DEPARTMENTS
AT&T ONENET SERVICE	\$ 11.71	COMMUNICATIONS - ALL UF DEPARTMENTS
BLUEGRASS OFFICE SYSTEMS	\$ 30.00	OFFICE SUPPLIES - UTILITY ADMINISTRATION
BOB SUMEREL TIRE CO	\$ 920.32	VEHICLE PARTS - UTILITY ADMINISTRATION
BROWNSTOWN ELECTRIC	\$ 1,262.60	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
BURDINE SECURITY INC	\$ 75.00	MAINTENANCE AGREEMENTS - WATER PLANT
CCP INDUSTRIES	\$ 110.06	CLEANING SUPPLIES - WATER PLANT

	\$	218.86	SAFETY CLOTHING - SANITATION & RECYCLING CENTER
CINTAS CORPORATION	\$	3,708.12	UNIFORM SERVICE - ALL UF DEPARTMENTS
CI THORNSBURG INC	\$	630.38	TREATMENT CHEMICALS - WATER PLANT
CITY OF PARIS	\$	14,324.18	UTILITIES - ALL UF DEPARTMENTS
CITY TIRE OF PARIS	\$	30.00	EQUIPMENT MAINTENANCE - SANITATION
	\$	15.00	EQUIPMENT MAINTENANCE - RECYCLING CENTER
CMRS-FP	\$	500.00	POSTAGE - UTILITY ADMINISTRATION
COLUMBIA GAS	\$	386.68	UTILITIES - ELECTRIC DISTRIBUTION
	\$	639.73	UTILITIES - SANITATION
EADS HARDWARE	\$	13.24	CONSTRUCTION MATERIALS - WATER PLANT
	\$	95.19	SMALL TOOLS - ELECTRIC DISTRIBUTION
	\$	189.06	SPECIFIC SUPPLIES - WATER DISTRIBUTION
	\$	619.11	BUILDING MAINTENANCE - WWTP
	\$	25.44	BUILDING MAINTENANCE - SANITATION
	\$	83.12	SPECIFIC SUPPLIES - WATER PLANT
EARLYWINE, EDDIE	\$	4.37	REIMBURSE BATTERY - WATER PLANT
ENSITE LLC	\$	69.00	PHYSICALS/DRUG SCREENS - SANITATION
FISTER WILLIAMS OBERLANDER	\$	4,966.85	PROFESSIONAL FEES - UTILITY ADMINISTRATION
FOUSER ENVIRONMENTAL	\$	819.00	LAB TESTING - WATER & WWTP
GUARDIAN	\$	850.13	DENTAL INSURANCE - ALL UF DEPARTMENTS
HAWKINS INC	\$	3,012.00	TREATMENT CHEMICALS - WATER PLANT
HAYES PIPE SUPPLY INC	\$	3,206.28	SPECIFIC SUPPLIES - WATER DISTRIBUTION
HOLLARS, BILL	\$	41.90	REIMBURSE UTILITY DEPOSIT - UTILITY ADMINISTRATION
JACKSON, ROBBIE	\$	11.90	REIMBURSE SPECIFIC SUPPLIES - WATER DISTRIBUTION
KENTUCKY BANK - VISA	\$	203.97	TECHNICAL SUPPLIES - WWTP
	\$	254.91	BUILDING MAINTENANCE - POWER PRODUCTION
	\$	111.45	EQUIPMENT MAINTENANCE - WATER PLANT
	\$	299.99	EQUIPMENT MAINTENANCE - WATER DISTRIBUTION
	\$	31.79	TECHNICAL SUPPLIES - WATER PLANT
KENTUCKY MOTORS OF PARIS	\$	209.50	VEHICLE PARTS - WWTP
	\$	216.85	VEHICLE PARTS - SANITATION
	\$	34.42	VEHICLE PARTS - ELECTRIC DISTRIBUTION
KENTUCKY STATE TREASURER	\$	39,459.22	KY SALES/SCHOOL TAX - DECEMBER 2016
KENTUCKY UTILITIES	\$	7,659.34	UTILITIES - WATER PLANT & WWTP
KIMBALL MIDWEST	\$	521.30	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
	\$	97.31	SMALL TOOLS - POWER PRODUCTION
KLC PREMIUM FINANCE CO	\$	23,818.10	PYMT 7 OF 9 - INSURANCE - ALL UF DEPARTMENTS
KPS SALES INC	\$	180.23	GAS & DIESEL - WATER DISTRIBUTION
LOCAL GOVERNMENT	\$	742.50	OFFICE EQUIPMENT - UTILITY ADMINISTRATION
LRL CONSTRUCTION	\$	138.56	REIMBURSE UTILITY DEPOSIT - UTILITY ADMINISTRATION
MECHANIC MASTERS LLC	\$	791.12	VEHICLE MAINTENANCE - WWTP
NEPTUNE EQUIPMENT	\$	4,981.24	SPECIFIC SUPPLIES - WATER DISTRIBUTION
NORTHERN TOOL/BLUE TARP FIN	\$	19.90	BUILDING MAINTENANCE - SANITATION
O'REILLY AUTO PARTS	\$	165.60	VEHICLE MAINTENANCE - WATER DISTRIBUTION
OSBORNE, JUSTIN	\$	28.79	REIMBURSE UTILITY DEPOSIT - UTILITY FUND
PATTERSON & DEWAR ENG	\$	2,903.00	CONTRACT SERVICES - ELECTRIC DISTRIBUTION
QUILL	\$	403.94	OFFICE SUPPLIES - WWTP
RILEY OIL COMPANY	\$	3,996.99	GAS & DIESEL - ALL UF DEPARTMENTS
RUMPKE	\$	24,947.15	TRASH REMOVAL - SANITATION
	\$	8,550.38	SLUDGE REMOVAL - WWTP
SAVAGE, GILBERT	\$	37.97	REIMBURSE UTILITY DEPOSIT - UTILITY FUND
SCOTT-GROSS COMPANY INC	\$	148.95	YEARLY LEASE - ELECTRIC DISTRIBUTION
SNAPCO INC	\$	2,225.00	VEHICLE MAINTENANCE - SANITATION
	\$	105.00	EQUIPMENT MAINTENANCE - WATER DISTRIBUTION
STANDARD BUSINESS MACHINES	\$	120.00	EQUIPMENT MAINTENANCE - WWTP
	\$	56.02	EQUIPMENT MAINTENANCE - UTILITY ADMINISTRATION
SUPERIOR HOSE & FITTINGS	\$	21.36	EQUIPMENT PARTS - SANITATION
SUN LIFE FINANCIAL	\$	252.00	LIFE INSURANCE - ALL UF DEPARTMENTS
THORNBERRY MINI STORAGE	\$	260.00	STORAGE/RENTS - ELECTRIC DISTRIBUTION
UNITED HEALTHCARE	\$	23,282.06	MEDICAL INSURANCE - ALL UF DEPARTMENTS
US DEPT OF ENERGY	\$	6,955.44	POWER PURCHASE - POWER PRODUCTION
VERIZON WIRELESS	\$	467.93	COMMUNICATIONS - ALL UF DEPARTMENTS
TOTAL	\$	195,171.86	

Motion by Brooks, seconded by Perraut, the motion unanimously carried to approve December Financials as presented.

Brad Oberlander, CPA

- Discussed findings of professional fees within the Utility Fund that were double counted; transactions were recorded in two checking accounts within the general ledger. Transactions should be recorded in one account. Funds will be added to the bottom line for FY16. Oberlander stated that the double booking errors has also occurred during the current FY17 budget and are in the process of being corrected.
- Discussed the A/R aging report for Utility's; stating reserves need to be re-evaluated, and a process developed moving forward either to collect or write off outstanding A/R balances. Outstanding debts date back to 2009.
- Announced RFH audit firm is expected to complete the FY16 audit this week, report preparation will begin thereafter.

Mayor, Commission, and Staff Comments

Police Chief, Butch Best

- Announced the physical agility testing for the police academy applicants was conducted on Saturday, January 21, 2017. 27 applicants were invited, 14 attended, 11 passed the agility test.

HR Director, Erin Morton

- Announced 2016 state, local, and federal payroll taxes have been filed.
- W-2's completed and mailed.
- Starting to work on health insurance quotes from multiple providers.

Planning & Zoning Administrator, Andrea Pompei Lacy

- February 16, 2017 will be the public hearing for the compressive plan.
- Initiated conversations with CSX to acquire approximately one mile of abandoned rail road corridor, title search, commission and appraisal of the land is in process.
- Safe routes to school amendment was submitted for approval to the Kentucky Transportation Cabinet and Federal Highway Administration.

Commissioner, Gray

- Asked how the joint city-county animal control position is working; Mike Withrow responded a future joint-city, county meeting is needed to work out more details.
- Announced CASA will be located within city hall in room 122 with an anticipated open date of March 1, 2017.

Commissioner, Perraut

- Commended the police department for assembly and implementation of the police academy physical agility testing on Saturday, January 21, 2017.

Mayor, Thornton

- Asked if the city has an opt-out clause for the salt contract, as the city may not need the 400 ton as previously committed to. Mike Withrow responded, unused salt in the past has been rolled forward to the next year's contract.

Motion by Brooks, seconded by Perraut, to go into executive session to discuss pending litigation for which disclosure of details might compromise litigation posture, pursuant to KRS 61.810(1)(c). Time being 9:27 a.m.

With no action taken during executive session, motion by Thornton, seconded by Perraut, the motion unanimously carried to exit executive session. Time being 9:45 a.m.

Adjournment

With no further business, motion by Brooks, seconded by Perraut, the motion unanimously carried to adjourn the meeting at 9:46 a.m.

Michael Thornton, Mayor

Attest:

Stephanie Settles, City Clerk/Treasurer

Minutes approved, as presented, at the February 14, 2017 City Commission Meeting.