

Paris City Commission  
Commission Chambers  
Paris, Kentucky  
May 9, 2017

The Paris City Commission met in a regular session at 9:00 a.m. on Tuesday, May 9, 2017.

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

City Clerk, Stephanie Settles conducted roll call. The following was present: Mayor, Michael Thornton, Commissioner, Matt Perraut, Commissioner, Wallis Brooks, Commissioner, Tim Gray, Commissioner, Michael Kendall, City Manager, Daron Jordan, Assistant City Manager, Mike Withrow, City Attorney, Bryan Beauman, City Clerk & Treasurer Stephanie Settles.

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

#### **Approve Minutes**

Motion by Brooks, seconded by Perraut, the motion unanimously carried to approve the minutes of April 25, 2017 Regular Meeting.

#### **Public Comment**

Sally Puckett requested the City of Paris to publish monthly adds in the local newspaper addressing various ordinances. The requests were taken under advisement.

#### **New Business/Action Items**

Acknowledged invitation received inviting the commission to join Paris Lodge No. Free and Accepted Masons on Saturday, May 20, 2017 at 1:00 p.m. in celebration of the life and patriotism of Captain Reuben Hutchcraft Jr.

Motion by Gray, seconded by Kendall approving Relay for Life to hang two banners for an event to be held on June 16, 2017 at 6:00 p.m. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

Acknowledged that the Paris-Bourbon County E-911 signed an agreement with Bluegrass Area Development Agency to perform the following:

- The ADD will drive all “new” road centerlines with GPS equipment, correct road names to match E911 road names, resolve conflicts between E911 and Kentucky Rural Aid Program (KRAP) as part of our contract with Kentucky State Transportation Cabinet. The ADD will integrate these changes into Bourbon County’s Road Centerlines so the state dataset will more closely match the local dataset.
- The ADD will review all building occupancy permits that have been assigned over the last 5 years and create a missing layer to GPS.
- The ADD will GPS all new structures as they are given to us through building permits collected by the county or by new addresses assigned by the county.
- While GPS’ing structures with new occupancy permits the ADD will capture all missing addresses while in the vicinity and make an attempt to correct “0” addresses. The ADD will also GPS any missing occupancy permits within the vicinity.
- The ADD will provide Bourbon County E-911 updated datasets to be loaded into the local Computer Aided Dispatch Mapping Software.
- The ADD will continue to assist the County in meeting all Commercial Mobile Radio Systems (CMRS) Board requirements and request as it pertains to the Mapping.

#### **Project Cost and Timeframe**

This project will begin upon signing of the contract and end June 30<sup>st</sup> 2018. Any travel cost will be billed at the rate currently used by BGADD and the total bill not to exceed \$7,000 annually.

Motion by Kendall, seconded by Perraut to approve a Law enforcement protection program body armor grant application in the amount of \$ 3,990 for six new Point Blank AXII thorshield ballistic vests. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

Mike Withrow discussed Kentucky Utility true up payments will be in the amount of \$ 26,016.18 per month beginning July 1, 2017 through June 30, 2018.

Motion by Thornton, seconded by Brooks, to approve purchase of one 1.0 m Model 3DP Belt Press System in the amount of \$ 229,500. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

Motion by Thornton, seconded by Gray, to award bid to S4 Water Sales and Service LLC pending execution of a written contract by the city attorney in the amount of \$ 93,525. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

Water Plant Chief Operator, Chad Smart discussed the water loss percentage is holding at a 30%.

Motion by Thornton, seconded by Perraut, to approve an agreement between the City of Paris and The Farmers Market of Paris and Bourbon County Inc. in the amount of \$ 4,000. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

T-Mobile has requested a contract renewal, City Attorney Bryan Beauman is reviewing the contract. Once reviewed a contract will be presented to the commission for review and approval at a future meeting.

Motion by Gray, seconded by Brooks, to approve payment of invoices as presented. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

**General Fund**

<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>DESCRIPTION OF PURCHASE</b>
A-ACTION PEST CONTROL OF KY	\$ 52.48	MAINTENANCE AGREEMENTS - ALL GF DEPARTMENTS
ATS CONSTRUCTION	\$ 282.10	CONSTRUCTION MATERIALS - STREET DEPARTMENT
AT&T -5019	\$ 754.60	COMMUNICATIONS - ALL GF DEPARTMENTS
AUTOZONE	\$ 30.54	VEHICLE MAINTENANCE - FIRE DEPARTMENT
BLUEGRASS OFFICE SYSTEMS INC	\$ 30.90	MAINTENANCE AGREEMENTS - CITY MANAGER/BUILDING
BME INC	\$ 127.00	BUILDING UPKEEP - CITY MANAGER/BUILDING
BOURBON COUNTY FISCAL COURT	\$ 24,624.12	REIMBURSE P&Z/DES - 3RD QUARTER WAGES
BOURBON COUNTY SHERIFF	\$ 994.20	REIMBURSE ANIMAL CONTROL OFFICER - COMMISSION
BOURBON LIMESTONE COMPANY	\$ 45.33	CONSTRUCTION MATERIALS - STREET DEPARTMENT
CHAMBER OF COMMERCE	\$ 916.76	REIMBURSE COMMUNITY DEVELOPMENT ASSISTANT WAGES
CENTRAL KY QUICKLUBE	\$ 72.52	VEHICLE MAINTENANCE - POLICE DEPARTMENT
CHRYSLER DODGE JEEP RAM OF PARIS	\$ 273.14	VEHICLE MAINTENANCE - POLICE DEPARTMENT
CINTAS CORPORATION	\$ 820.52	UNIFORM SERVICE/BUILDING SUPPLIES - STREETS & CM/BLDG
CITIZEN ADVERTISER	\$ 240.00	ADVERTISING - COMMISSION
	\$ 372.00	ADVERTISING - FIRE DEPARTMENT
CITY TIRE OF PARIS	\$ 35.00	VEHICLE MAINTENANCE - STREET DEPARTMENT
CLEAN SWEEP JANITORIAL SVC LLC	\$ 1,400.00	CONTRACT SERVICES - CITY MANAGER/BUILDING
CMRS-FP	\$ 500.00	METER (POSTAGE) - CLERK TREASURER/G ADMIN
COLLINS, RYAN	\$ 45.64	REIMBURSE MEALS/IN-SERVICE - POLICE DEPARTMENT
COLUMBIA GAS	\$ 693.12	UTILITIES - CITY MANAGER/BUILDING
	\$ 143.66	UTILITIES - FIRE DEPARTMENT
COMPUTERAID INTERNATIONAL	\$ 125.00	CONTRACT SERVICES - CLERK/TREASURER
DOYLE, BILLY	\$ 295.32	REIMBURSE TRAVEL/SCHOOL - ENGINEERING/IT
FRENCH, DOUG	\$ 2,795.00	CONTRACT SERVICES - CITY MANAGER/BUILDING
GALLS INC	\$ 188.84	UNIFORMS - POLICE DEPARTMENT
	\$ 343.01	UNIFORMS - FIRE DEPARTMENT
GREAT AMERICA FINANCIAL SVCS	\$ 34.58	POSTAGE - G ADMIN
GUARDIAN	\$ 1,940.00	DENTAL INSURANCE - ALL GF DEPARTMENTS
HILLYARD KENTUCKY	\$ 537.23	CLEANING SUPPLIES - CITY MANAGER/BUILDING
J HORTON CONTRACTING LLC	\$ 950.00	BUILDING UPKEEP - CITY MANAGER/BUILDING
KENTUCKY LEAGUE OF CITIES	\$ 275.00	TRAINING/EDUCATION - CITY MANAGER/BUILDING
KENTUCKY STATE TREASURER	\$ 20.00	NOTARY APPLICATIONS - POLICE DEPARTMENT
KENTUCKY UTILITIES	\$ 6,270.52	UTILITIES - COMMISSION/FIRE DEPARTMENT
KENTUCKY BANK - VISA	\$ 108.25	OFFICE EQUIPMENT - ENGINEERING/IT
	\$ 50.00	EDUCATION/TRAINING - STREETS
	\$ 423.96	OFFICE SUPPLIES - POLICE DEPARTMENT
	\$ 158.51	FLAGS (MAIN ST) - CHAMBER OF COMMERCE
	\$ 65.72	FLOWERS (FUNERAL) - E911
KRONOS	\$ 528.94	CONTRACT SERVICES - ALL GF DEPARTMENTS
LANDSCAPERS CORNER	\$ 960.00	CONSTRUCTION MATERIALS - STREET DEPARTMENT
MASTIN'S CHEVRON	\$ 288.01	VEHICLE MAINTENANCE - POLICE DEPARTMENT
MURPHY ELEVATOR COMPANY	\$ 746.49	CONTRACT SERVICES - CITY MANAGER/BUILDING
NORTHFIELD OIL COMPANY	\$ 93.74	FUEL - STREET DEPARTMENT
PARIS ROTARY CLUB	\$ 125.00	PROFESSIONAL FEES - CITY MANAGER/BUILDING
RAILS END NURSERY	\$ 400.00	BUILDING UPKEEP - CITY MANAGER/BUILDING
RILEY OIL COMPANY	\$ 3,263.84	FUEL - ALL GF DEPARTMENTS
SETTLES, STEPHANIE	\$ 280.59	REIMBURSE TRAVEL/MEALS - CLERK/TREASURER
SHRED-IT	\$ 52.58	CONTRACT SERVICES - POLICE/E911
SOPHICITY	\$ 6,666.76	CONTRACT SERVICES - ALL GF DEPARTMENTS
STANDARD BUSINESS MACHINES	\$ 86.09	CONTRACT SERVICES - G ADMIN
SUN LIFE FINANCIAL	\$ 474.28	LIFE INSURANCE - ALL GF DEPARTMENTS
TIME WARNER CABLE	\$ 89.95	COMMUNICATIONS - FIRE DEPARTMENT - STATION 1
UNITED HEALTHCARE INSURANCE CO	\$ 41,525.18	MEDICAL INSURANCE - ALL GF DEPARTMENTS
WALMART CREDIT CARD	\$ 80.49	OFFICE SUPPLIES - STREET DEPARTMENT
	\$ 1,555.00	FIELD LAPTOP COMPUTERS - POLICE DEPARTMENT
	\$ 33.13	MISCELLANEOUS OTHER EXPENSES (FRAMES) - COMMISSION
<b>TOTAL:</b>	<b>\$ 104,284.64</b>	

**Utility Fund**

<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>DESCRIPTION OF PURCHASE</b>
A-1 PORTABLE BUILDINGS	\$ 295.00	OFFICE TRAILER (FLOOD) - ELECTRIC DISTRIBUTION
A-ACTION PEST CONTROL	\$ 52.52	MAINTENANCE AGREEMENTS - ALL UF DEPARTMENTS
ALTEC INDUSTRIES INC	\$ 1,066.02	VEHICLE MAINTENANCE - ELECTRIC DISTRIBUTION
AMERICAN DEVELOPMENT CORP	\$ 3,382.50	TREATMENT CHEMICALS - WATER PLANT
AMERICAN MUNICIPAL POWER	\$ 914.93	ELECTRIC POWER PURCHASE - POWER PRODUCTION
AT&T - 5014	\$ 65.00	COMMUNICATIONS - DUMP
AT&T - 5019	\$ 121.87	COMMUNICATIONS - ALL UF DEPARTMENTS
AYERS, JON	\$ 30.00	REIMBURSE CDL LICENSE - SANITATION
BLUEGRASS KESCO	\$ 400.00	TREATMENT CHEMICALS - WATER PLANT

BLUEGRASS OFFICE SYSTEMS INC	\$ 30.90	EQUIPMENT MAINTENANCE - UTILITY ADMINISTRATION
BOURBON LIMESTONE CO	\$ 1,835.63	ROCK (SUBSTATION) - ELECTRIC DISTRIBUTION
BRENTAG MID-SOUTH INC	\$ 2,440.00	TREATMENT CHEMICALS - WWTP
BROWNSTOWN ELECTRIC	\$ 1,520.00	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
CI THORNBURG INC	\$ 2,603.06	TREATMENT CHEMICALS - WATER PLANT
CITIZEN ADVERTISER	\$ 55.00	ADVERTISING - WATER PLANT
CINTAS CORPORATION	\$ 1,361.84	UNIFORM SERVICE - ALL UF DEPARTMENTS
CITY TIRE OF PARIS	\$ 45.00	EQUIPMENT MAINTENANCE - RECYCLING CENTER
CMRS-FP	\$ 500.00	POSTAGE (METER) - UTILITY ADMINISTRATION
COLUMBIA GAS	\$ 160.70	UTILITIES - RECYCLING CENTER
	\$ 266.76	UTILITIES - WWTP
D&M SMALL ENGINE REPAIR	\$ 30.00	SMALL PUMPS/MOTORS - WATER PLANT
FASTENAL COMPANY	\$ 113.99	SMALL TOOLS - ELECTRIC DISTRIBUTION
F&M MAFCO	\$ 198.00	RENTS/STORAGE - ELECTRIC DISTRIBUTION
FERGUSON ENTERPRISES INC	\$ 310.15	SPECIFIC SUPPLIES - WATER DISTRIBUTION
FASTENAL COMPANY	\$ 49.87	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
FAUST ELECTRIC LLC	\$ 2,318.00	EQUIPMENT PARTS - WWTP
FINLEY, BRIAN	\$ 100.00	REIMBURSE SAFETY BOOTS - UTILITY ADMINISTRATION
FITE, GILBERT	\$ 107.47	REIMBURSE MEALS/KWVOA - WATER PLANT
FOUSER ENVIRONMENTAL	\$ 993.00	LAB TESTING - WATER PLANT & WWTP
GREAT AMERICA FINANCIAL	\$ 34.59	POSTAGE (METER) - UTILITY ADMINISTRATION
GUARDIAN	\$ 789.06	DENTAL INSURANCE - ALL UF DEPARTMENTS
HAWKINS INC	\$ 2,212.00	TREATMENT CHEMICALS - WATER PLANT
KENTUCKY BANK	\$ 1,096.88	BOBCAT PAYMENT - UTILITY FUND
KENTUCKY BANK - VISA	\$ 22.50	PROFESSIONAL FEES - ELECTRIC DISTRIBUTION
	\$ 179.29	EQUIPMENT PARTS - WATER PLANT
	\$ 89.98	OTHER MATERIALS/SUPPLIES - ELECTRIC DISTRIBUTION
KENTUCKY STATE TREASURER	\$ 37,981.44	SCHOOL/SALES TAX - UTILITY FUND
KENTUCKY UTILITIES	\$ 8,718.02	UTILITIES - WATER PLANT & WWTP
KIMBALL MIDWEST	\$ 235.86	CONSTRUCTION MATERIALS - POWER PRODUCTION
KRONOS	\$ 204.59	CONTRACT SERVICES - ALL UF DEPARTMENTS
MASTIN'S CHEVRON SERVICE	\$ 278.62	VEHICLE MAINTENANCE - UTILITY ADMINISTRATION
MYNEAR, MICHAEL	\$ 100.00	REIMBURSE SAFETY BOOTS - WWTP
NORTHFIELD OIL CO	\$ 374.92	FUEL - ALL UF DEPARTMENTS
OFFICE DEPOT CREDIT PLAN	\$ 21.28	OFFICE SUPPLIES - WATER PLANT
PATTERSON & DEWAR ENGINEERS	\$ 5,150.52	MAJOR CAPITAL OUTLAY - ELECTRIC DISTRIBUTION
PEARL SUPPLIES LLC	\$ 3,004.65	TREATMENT CHEMICALS - WWTP
PROLIFT	\$ 78.21	VEHICLE MAINTENANCE - RECYCLING CENTER
QUILL	\$ 314.98	OFFICE SUPPLIES - WWTP
RILEY OIL COMPANY	\$ 1,995.51	GAS & DIESEL - ALL UF DEPARTMENTS
RUMPKE	\$ 386.87	DUMPSTER (SUBSTATION) - ELECTRIC DISTRIBUTION
SEXTON, STEVE	\$ 67.86	REIMBURSE MEALS - ELECTRIC DISTRIBUTION
SHRED-IT USA LLC	\$ 39.42	CONTRACT SERVICES - UTILITY ADMINISTRATION
SOPHICITY	\$ 1,719.84	CONTRACT SERVICES - ALL UF DEPARTMENTS
SOUTHERN STATES LEX COOP	\$ 48.06	OTHER MATERIALS/SUPPLIES - ELECTRIC DISTRIBUTION
	\$ 48.06	OTHER MATERIALS/SUPPLIES - WATER PLANT
STANDARD BUSINESS MACHINES	\$ 86.09	EQUIPMENT MAINTENANCE - UTILITY ADMINISTRATION
STITH, JEFF	\$ 100.00	REIMBURSE SAFETY BOOTS - WWTP
SUN LIFE FINANCIAL	\$ 213.40	LIFE INSURANCE - ALL UF DEPARTMENTS
SWEEP ALL INC	\$ 8,391.66	CONTRACT SERVICES - SANITATION
THORNBERRY MINI STORAGE	\$ 520.00	APRIL/MAY STORAGE - ELECTRIC DISTRIBUTION
TIME WARNER CABLE	\$ 159.94	COMMUNICATIONS - ELECTRIC DISTRIBUTION
	\$ 69.95	COMMUNICATIONS - WATER PLANT
	\$ 199.99	COMMUNICATIONS - WWTP
TRADITIONAL BANK INC	\$ 3,389.54	DEBT SERVICE (LEGION DRIVE) - UTILITY FUND
USA BLUE BOOK	\$ 1,126.69	TREATMENT CHEMICALS - WWTP
UNITED HEALTHCARE	\$ 21,235.91	MEDICAL INSURANCE - ALL UF DEPARTMENTS
US GEOLOGICAL SURVEY	\$ 7,375.00	CONTRACT SERVICES - UTILITY ADMINISTRATION
WALMART CREDIT CARD	\$ 138.61	OFFICE SUPPLIES - POWER PRODUCTION
	\$ 61.29	OTHER MATERIALS/SUPPLIES - ELECTRIC DISTRIBUTION
	\$ 53.86	CLEANING SUPPLIES - WATER PLANT
WHAYNE SUPPLY CO	\$ 403.00	EQUIPMENT MAINTENANCE - WWTP
<b>TOTAL</b>	<b>\$ 130,085.15</b>	

Motion by Perraut, seconded by Brooks, the motion unanimously carried to approve Festival on the 5<sup>th</sup> street closure on the same dates as the previously approved street closures for Bourbon Street Cruisers on June 10, July 8, and August 12 from 4:30 p.m. to 9:00 p.m.

**Mayor, Commission, and Staff Comments**

Planning & Zoning Administrator, Andrea Pompei Lacy

- Currently has issued 12 single dwelling permits for the City and County, average cost of construction is \$ 344,500 per single family dwelling.
- 25 Share the road signs have been installed thru out the City and County.
- Working with Rooster Brew to identify “parklet” sites around downtown.

Chamber of Commerce, Debra Hamelback

- Corporate College graduation was a success with plans to accept 40 students next school year.
- Chamber of Commerce golf scramble is set for Monday, June 5<sup>th</sup>.

Human Resources Director, Erin Morton

- Discussed quotes received from various insurance companies offering lower rates and savings to the City. Quotes are currently under review, with a recommendation expected at a future meeting. City Manager, Daron Jordan stated the City has options of reducing health care cost by 10% along with increasing the benefit to the employees. Health savings are in addition to adding a wellness provider to all City employees at no cost to the employee. Jordan stated currently fifty dollars is contributed into an HSA account monthly, that contribution next budget year will be paid directly to the wellness provider in lieu of the employee.
- Stated insurance renewal rates for property and liability is expected by the end of the week.

Fire Chief, Andy Roe

- Announced the week of May 22<sup>nd</sup> is EMS week.

Commissioner, Gray

- Queried Police Chief, Butch Best if the police department is considering body cameras for the officers. Best responded cameras are under review with concerns of the integrity of the data. How to store the data, where to store the data and will the courts recognize it.

Commissioner, Perraut

- Asked Police Chief, Butch Best if the vacant position within dispatch has been filled. Best responded the position has not been filled.

City Manager, Daron Jordan

- Recognized this week is City Clerk week, extended his appreciation to City Clerk, Stephanie Settles.
- Developing a standard operating procedure for processing of open records requests.
- Announced a movie named “Wickin” was filmed downtown a week prior. Jordan stated he is working on a form policy such as a permit fee for pop up events in lieu of the formal business license application process.
- Requested to reinstitute quarterly meetings with the City and County. Everyone agreed to reinstitute the meetings.

Mayor, Michael Thornton

- Inquired on the status of Legion Drive property. Withrow responded the Electric and Street Departments haven’t had time to begin the fit up and move in process, however the building has been turned over and is insured.
- Inquired about a letter to the editor published in the newspaper in regards to the door to door surveys for the Fire Department block grant. Chief Roe stated he was not aware of the instance referenced in the newspaper. Daron Jordan stated the process is tied to making a joint city and county application for the community development block grant. Due to the joint application, it is a requirement that 51% or greater of residents are of low to moderate income to apply for the grant.

**Adjournment:**

Motion by Thornton, seconded by Brooks, to adjourn the meeting at 10:03 a.m. The motion carried by roll call vote of 5-0 with Kendall, Gray, Brooks, Perraut, and Thornton voting Aye.

Mayor, Michael Thornton

Attest:

City Clerk/Treasurer, Stephanie Settles

Minutes approved, as presented, at the May 23, 2017 City Commission Meeting.