Paris City Commission Commission Chambers Paris, Kentucky October 11, 2016

The Paris City Commission met in regular session at 9:00 a.m. on Tuesday, October 11, 2016.

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, Commissioner, Wallis Brooks, Stan Galbraith, Assistant City Manager, Mike Withrow, City Attorney, Bryan Beauman and City Clerk/Treasurer, Stephanie Settles.

Absent: City Manager, John Plummer

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

### **Approve Agenda**

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

#### **Approve Minutes**

Motion by Gray, seconded by Perraut, the motion unanimously carried to approve minutes of the Regular Meeting on September 27, 2016.

#### Public Comment - None

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

City Attorney, Bryan Beauman, discussed the current Fireworks Ordinance. It was determined by the commission to update the ordinance specifying that on July 4 and December 31 fireworks may be used, ignited, fired or exploded between the hours of 10:00 a.m. to 12:00 a.m. The Board of Commissioners may by reduce, restrict or create additional dates and times each year by Municipal Order. Ordinance changes will be drafted and read for the first time at the next commission meeting.

Motion by Gray, seconded by Thornton, the motion unanimously carried to approve a contingent offer of full-time employment as a patrol officer, upon completion of a physical exam and drug screen, to Andrew Dutton.

Motion by Gray, seconded by Perraut, to approve a contingent offer of full-time employment as a Firefighter/EMT, upon completion of a physical examination, to Charles Florence.

Motion by Brooks, seconded by Perraut, the motion unanimously carried to approve Mayor Thornton to sign the Community Rating System annual recertification application. The Community Rating System reduces flood insurance costs to Paris residents.

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

# **General Fund**

VENDOR NAME	AMOUNT		DESCRIPTION OF PURCHASE MAINTENANCE AGREEMENTS - CITY
A ACTION PEST CONTROL OF KY	\$	45.00	MGR/BUILDING
			MAINTENANCE AGREEMENTS - FIRE DEPT
ADAMS, RUSSELL	\$	19.16	MEALS (IN SERVICE TRAINING) - POLICE DEPT
ASSURANT EMPLOYEE BENEFITS	\$	440.80	LIFE INSURANCE - ALL DEPTS
AT&T CLUB SERVICES	\$	608.01	COMMUNICATIONS - ALL DEPTS
AT&T GLOBAL SERVICES INC	\$	210.00	COMMUNICATIONS - POLICE DEPT
BB&T GOVERNMENTAL FINANCE	\$	6,756.80	MAJOR LEASE - POLICE DEPT
BEVIN'S OF PARIS	\$	47.77	OPERATING FUELS/LUBRICANTS - STREET DEPT
BLACK, MICHAEL	\$	20.14	MEALS (IN SERVICE TRAINING) - POLICE DEPT
BME INC	\$	147.50	BUILDINGS - CITY MGR/BUILDINGS
BOURBON COMMUNITY HOSPITAL	\$	366.00	DRUG SCREENINGS - POLICE DEPT
			DRUG SCREENINGS - E911
			DRUG SCREENINGS - EMS
BOURBON COUNTY CLERK	\$	13.00	PT LIEN RELEASE - CLERK/TREASURER
BURDINE SECURITY GROUP	\$	390.00	CONTRACTED SERVICES - CLERK/TREASURER
			CONTRACTED SERVICES - POLICE DEPT
CHRYSLER DODGE JEEP RAM			
PARIS	\$	50.00	VEHICLE MAINTENANCE - POLICE DEPT
CLEAN SWEEP JANITORIAL SVC LLC	φ	1 100 00	CONTRACTED SERVICES - CITY MGR/BUILDING
CMRS-FP	\$ \$	1,400.00	POSTAGE - G ADMIN
COLUMBIA GAS OF KENTUCKY	Ф \$	1,000.00 151.81	UTILITIES - CITY MGR/BUILDING
COLUMBIA GAS OF RENTUCKY	Ф	151.61	
OOMBUTED AID INTERNATIONAL	Φ.	405.00	UTILITIES - FIRE DEPT
COMPUTERAID INTERNATIONAL	\$	125.00	CONTRACTED SERVICES - CLERK/TREASURER
CONGLETON LUMBER COMPANY	\$	61.50	BUILDINGS - CITY MGR/BUILDINGS
FRENCH, DOUG	\$	2,795.00	CONTRACTED SERVICES - CITY MGR/BUILDING
GALLS LLC	\$	1,707.19	UNIFORMS & CLOTHING - FIRE DEPT
GREATAMERICA FINANCIAL SVCS	\$	69.17	POSTAGE - CLERK/TREASURER
GUARDIAN	\$	2,517.63	DENTAL INSURANCE - ALL DEPTS

INNOVATIVE CREDIT SOLUTIONS KENTUCKY BANK - VISA	\$ 15.00 \$ 1,639.12	PROFESSIONAL FEES - POLICE DEPT OFFICE SUPPLIES - CLERK/TREASURER PROFESSIONAL FEES - G ADMIN ADVERTISING - POLICE DEPT TRAINING & EDUCATION - STREET DEPT TRAINING & EDUCATION - PLANNING&ZONING
KENTUCKY STATE TREASURER	\$ 50.00	BUILDING INSPECTOR RE-CERT - ENGINEERING/IT STREET LIGHTING/TRAFFIC SIGNALS -
KENTUCKY UTILITIES COMPANY	\$ 6,158.32	COMMISSION
		UTILITIES - FIRE DEPT
KRONOS	\$ 582.20	CONTRACTED SERVICES - ALL DEPTS
LAVENDER BREEZE FARM LLC	\$ 100.00	BL REFUND - OCCUPATIONAL LICENSES
MCCORD EMERGENCY LIGHTING	\$ 3,880.00	MAJOR CAPITAL OUTLAY - FIRE DEPT
NORTHFIELD OIL COMPANY	\$ 139.66	MOTOR FUEL - STREET DEPT
OFFICE DEPOT CARD PLAN	\$ 72.48	OFFICE SUPPLIES - CLERK/TREASURER
PARIS LANDING	\$ 666.68	LIQUOR LICENSE REFUND - CLERK/TREASURER
REGAL COMMUNICATIONS INC	\$ 182.00	COMMUNICATIONS - FIRE DEPT
RILEY OIL COMPANY	\$ 3,497.96	MOTOR FUEL - POLICE DEPT
		MOTOR FUEL - FIRE DEPT
		MOTOR FUEL - STREET DEPT
OMITO ODEENHOUSE	<b>(</b> 440.00	OTHER MATERIALS/SUPPLIES -
SMITS GREENHOUSE	\$ 110.00 \$ 470.74	CLERK/TREASURER
STANDARD BUSINESS MACHINES	\$ 470.74	PROFESSIONAL FEES - G ADMIN
THYME CAFÉ AND CATERING	<b>(</b> 000.00	EQUIPMENT MAINTENANCE - POLICE DEPT
THYME CAPE AND CATERING TIME WARNER CABLE	\$ 600.00 \$ 350.82	CITY LUNCH - CITY MGR/BUILDING COMMUNITCATIONS - ALL DEPTS
UNITED HEALTHCARE INSURANCE	\$ 350.82	COMMUNITCATIONS - ALL DEPTS
CO	\$ 40,610.77	MEDICAL INSURANCE - ALL DEPTS
VERIZON WIRELESS	\$ 1,950.18	COMMUNICATIONS - ALL DEPTS
WALMART COMMUNITY/GECRB	\$ 212.29	BUILDING MAINTENANCE - FIRE DEPT
		LAUNDRY/CLEANING SUPPLIES - FIRE DEPT
		OFFICE SUPPLIES - FIRE DEPT
TOTAL:	\$ 80,229.70	-

# **Utility Fund**

EVENDOR NAME         AMOUNT         DESCRIPTION OF PURCHASE           A ACTION PEST CONTROL         \$ 60.00         DEPARTMENTS           ADGRAPHICS         \$ 138.50         DEPARTMENTS           ALL-PHASE ELECTRIC SUPPLY         \$ 407.12         DISTRIBUTION           AMERICAN DEVELOPMENT         \$ 4,100.00         THER MATERIALS/SUPPLIES - ELECTRIC           DISTRIBUTION         \$ 1,773.76         OILS/LUBRICANTS - ALL UF DEPARTMENTS           ASSURANT         \$ 252.00         LIFE INSURANCE - ALL UF DEPARTMENTS           ATAT (5014)         \$ 650.00         COMMUNICATIONS - DUMP           ATAT (5014)         \$ 650.00         COMMUNICATIONS - ALL UF DEPARTMENTS           ATS CONSTRUCTION         \$ 175.00         COMMUNICATIONS - ALL UF DEPARTMENTS           ATS CONSTRUCTION         \$ 175.00         COMMUNICATIONS - ALL UF DEPARTMENTS           ATS CONSTRUCTION         \$ 175.00         VEHICLE MAINTENANCE - SANITATION           BEREA MUNICIPAL UTILITY         \$ 2,899.33         PYMT 45 OF 48 - SANITATION & RECYCLING CENTER           BEREA MUNICIPAL UTILITY         \$ 650.00         PHYSICAL SUPPLIES - SUPPLIES - LIECTRIC DISTRIBUTION           COPEN DISTRIBUTION         \$ 1,804.00         PHYSICAL SUPPLIES - LIECTRIC DISTRIBUTION           SUPPLY         \$ 1,804.00         PROVINCAL SUPPLIES - LIECTRIC DISTRIBUTION	Utility Fund							
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KRONOS \$ 158.05 CONTRACT SERVICES - ALL UF DEPARTMENTS			•					
	KRONOS	\$	158.05	CONTRACT SERVICES - ALL UF DEPARTMENTS				

KLC PREMIUM FINANCE CO	\$	23,818.11	INSURANCE - ALL UF DEPARTMENTS
KENTUCKY UNDERGROUND	\$	254.40	CONTRACT SERVICES - UTILITY ADMINISTRATION
LABORATORY PRODUCTS	\$	233.50	TECHNICAL SUPPLIES - WATER PLANT
MASTIN'S CHEVRON SERVICE	\$	148.00	VEHICLE MAINTENANCE - WATER PLANT
NEPTUNE EQUIPMENT CO	\$	4,762.00	SPECIFIC SUPPLIES - WATER DISTRIBUTION
PATTERSON & DEWAR			PROFESSIONAL SERVICES - ELECTRIC
ENGINEERS	\$	786.00	DISTRIBUTION
PEARL SUPPLIES LLC	\$	5,903.33	TREATMENT CHEMICALS - WWTP
POSTMASTER	\$	215.00	2016 PERMIT - UTILITY ADMINISTRATION
READY MIX CONCRETE	\$	567.00	CONSTRUCTION MATERIALS - WATER DISTRIBUTION
RILEY OIL COMPANY	\$	1,609.15	GAS/DIESEL - ALL UF DEPARTMENTS
ROBERTS HEAVY DUTY TOWING	\$	240.00	VEHICLE MAINTENANCE - SANITATION
SOURCE ONE ENVIRONMENTAL	\$	498.73	SPECIFIC SUPPLIES - WATER DISTRIBUTION
STANDARD BUSINESS MACHINES	\$	107.49	MAINTENANCE AGREEMENTS - UTILITY ADMINISTRATION
STUART C IRBY COMPANY	э \$	8.475.00	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
THYME CAFÉ & CATERING	э \$	600.00	EMPLOYEE LUNCHEON - UTILITY ADMINISTRATION
TIME WARNER CABLE	э \$	159.94	COMMUNICATIONS - ELECTRIC DISTRIBUTION
TIIVIE WARNER CABLE	э \$	84.45	COMMUNICATIONS - ELECTRIC DISTRIBUTION  COMMUNICATIONS - UTILITY ADMINISTRATION
		64.45 69.95	COMMUNICATIONS - UTILITY ADMINISTRATION  COMMUNICATIONS - WATER PLANT
	\$	69.95 169.95	
TOPS BUSINESS SYSTEMS	\$		COMMUNICATIONS - WWTP OFFICE SUPPLIES - UTILITY ADMINISTRATION
UNITED HEALTHCARE	\$	957.64	OFFICE SUPPLIES - UTILITY ADMINISTRATION
INSURANCE	\$	22,634.71	MEDICAL INSURANCE - ALL UF DEPARTMENTS
US GEOLOGICAL SURVEY	\$	7,375.00	CONTRACT SERVICES - UTILITY ADMINISTRATION
US POSTMASTER	\$	5.000.00	POSTAGE - UTILITY ADMINISTRATION
VERIZON WIRELESS	\$	4.44	COMMUNICATIONS - WATER PLANT & WWTP
WALMART CREDIT CARD	\$	51.66	CONSTRUCTION MATERIALS - WATER PLANT
	\$	86.88	VEHICLE PARTS - WATER PLANT
	\$	66.46	CLEANING SUPPLIES - WATER PLANT
	\$	119.00	OFFICE EQUIPMENT - WWTP
WESCO DISTRIBUTION INC	\$	574.00	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
WILSON CONSULTING INC	\$	707.00	TECHNICAL SUPPLIES - ELECTRIC DISTRIBUTION
WITHROW, MIKE	\$	182.52	REIMBURSE TRAVEL (KYMEA) - POWER PRODUCTION
TOTAL	\$	615,979.02	, , , , , , , , , , , , , , , , , , , ,
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Planning and Zoning Administrator, Andrea Pompei Lacy, announced the Planning Technician position has been posted and advertised the applicant closing date is October 19, 2016.

HR Director, Erin Morton distributed the worker's compensation claims report for September, stating no change in claims as compared to the prior month.

HR Director, Erin Morton suggested exploring additional recruitment options for the City Manager position, in effort to attract qualified applicants.

Mayor Thornton questioned staffing of the Police Department as the department has 5 full-time open positions. Interim Chief Best stated 20 applicants have applied that reside locally. Best expressed concerns as the next police academy will be in March 2017; creating a five-month gap before applicants can begin essential training.

Commissioner Gray expressed his appreciation to Debra Hamelback and Andrea Lacy for their diligence.

Commissioner Brooks announced a meeting is scheduled for Friday, October 14<sup>th</sup> to discuss Joint Sport Recreation with a group from Eastern Kentucky.

Commissioner Galbraith inquired about a fire hydrant on East Main. Mike Withrow stated, the fire hydrant is currently under repair. Galbraith also inquired about the water leakage into the storm sewer at City Tire; Patrick Harney stated the leak has been traced back to the line that feeds the fire hydrant beside the Post Office.

## Adjournment

With no further business, motion by Gray, seconded by Perraut, the motion unanimously carried to adjourn the meeting at 9:49 a.m.

Mayor, Michael Thornton

Attest:

City Clerk/Treasurer, Stephanie Settles

Minutes approved, as presented, at the October 25, 2016 City Commission Meeting.