

Paris City Commission  
525 High Street  
Paris, KY 40361  
Meeting Minutes  
January 11, 2022

The Paris City Commission met in regular session at 9:00 a.m. viewable on Facebook live at [www.facebook.com/cityofparisky](http://www.facebook.com/cityofparisky) on Tuesday, January 11, 2022.

Mayor Pro Tem, Brooks called the meeting to order, and the Pledge of Allegiance was recited.

City Clerk Stephanie Settles conducted roll call.

Present: Commissioner, Wallis Brooks; Commissioner, Holli Gibson (arrived at 10:04 a.m.); Commissioner, Stan Galbraith; Commissioner, Angela Roberts.

Absent: Mayor, John Plummer.

Others in Attendance: City Attorney, Bryan Beaman; CPA, Brad Oberlander; and City Clerk, Stephanie Settles.

Upon determining a quorum was present for the transaction of business, Mayor Plummer proceeded to conduct the meeting.

#### **Approval of Minutes**

Motion by Galbraith, seconded by Roberts, to approve the special meeting minutes of the December 28, 2021, meeting. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Galbraith, seconded by Roberts, to approve the special meeting minutes of the January 3, 2022, meeting. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Galbraith, seconded by Roberts, to approve the special meeting minutes of the January 5, 2022, meeting. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye, Brooks Abstained.

#### **New Business**

Motion by Gibson, seconded by Roberts, approving to outsource payroll to Payroll Solutions for a project annual cost of \$ 7,593.86. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Gibson, seconded by Galbraith, approving a service partnership agreement with Hach for the quarterly and semiannual maintenance at the Water Treatment plant. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Brooks, seconded by Gibson, to accept the terms of mutual aid reimbursement for electric groundsman received from Bowling Green and Mayfield. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Office Emergency closure was discussed. It was determined that if the city closed city offices employees would receive pay for the day. If the employee elects to not report to work during inclement weather, they will be required to use a vacation day. This update will be included in the policy manual update. Commissioner Roberts requested a work from home template be used and those working remotely from home should report what items were worked on, siting she can forward what form she uses. Erin Morton stated she would implement a new form.

#### **Financials**

Motion by Gibson, seconded by Roberts, approving payment of invoices as presented. Motion carried by roll call vote of 4-0 with Brooks, Gibson, Galbraith, and Roberts voting Aye.

#### **General Fund**

<u>Ck Number</u>	<u>Vendor</u>	<u>Ck Date</u>	<u>Ck Amount</u>
47190	AT&T - 5019	12/31/2021	1,439.13
47191	At&t Club Service	12/31/2021	552.26
47192	CAPITAL ONE	12/31/2021	27.65
47193	CHARTER COMMUNICATIONS	12/31/2021	104.98
47194	Cockrell's Auto Center Inc	12/31/2021	1,683.20
47195	Crown Trophy	12/31/2021	141.50
47196	Galls, Llc	12/31/2021	1,423.78
47197	Hillyard Kentucky	12/31/2021	126.61
47198	Kentucky Municipal Clerks Assn	12/31/2021	45.00
47199	Kentucky Uniforms, Inc.	12/31/2021	148.00
47200	Mechanic Masters Llc	12/31/2021	1,836.19
47201	MIKE DUFFY FIRE PROTECTION	12/31/2021	1,455.00
47202	Office Depot Card Plan	12/31/2021	276.52
47203	Southern Petroleum Inc	12/31/2021	1,791.40
47204	STOCK YARDS BANK	12/31/2021	1,661.97
47205	Tire Discounters	12/31/2021	699.60
47206	TRANSUNION RISK DATA SOLUTIONS	12/31/2021	160.00
47207	Bme Inc	1/7/2022	794.60
47208	Burke Contracting	1/7/2022	5,642.00
47209	Casa Of Lexington	1/7/2022	1,666.67
47210	Citizen Advertiser	1/7/2022	348.00
47211	City Of Paris Utilities	1/7/2022	11,402.22
47212	Columbia Gas Of Kentucky	1/7/2022	2,928.60
47213	Computeraid International	1/7/2022	125.00
47214	DAN CUMMINS CHRYSLER DODGE JEEP RAM	1/7/2022	111.36

47215	Hopewell Museum	1/7/2022	4,000.00
47216	Innovative Credit Solutions	1/7/2022	160.00
47217	KLC INSURANCE SERVICES	1/7/2022	26,122.96
47218	Konica Minolta Business	1/7/2022	2.09
47219	MIKE DUFFY FIRE PROTECTION	1/7/2022	429.40
47220	OBERLANDER FINANCIAL SERVICES, PLLC	1/7/2022	3,900.00
47221	Paris-Bo Co Senior Center	1/7/2022	7,000.00
47222	PARIS-BOCO CHAMBER OF COMMERCE	1/7/2022	1,666.67
47223	PARIS-BOCO JOINT PLANNING	1/7/2022	15,442.50
47224	PARIS-BOCO PARKS & RECREATION BOARD	1/7/2022	14,044.58
47225	PARIS-BOCO TOURISM	1/7/2022	1,666.67
47226	Paris-Bourbon County E911	1/7/2022	18,500.00
47227	Paris-Bourbon County EDA	1/7/2022	3,000.00
47228	Paris-Bourbon County EMS	1/7/2022	33,333.33
47229	Riley Oil Company	1/7/2022	4,912.16
47230	SCOTT GROSS CO INC	1/7/2022	264.00
47231	SEALMASTER	1/7/2022	756.00
47232	Southern Petroleum Inc	1/7/2022	895.72
47233	Standard Business Machines	1/7/2022	432.82
47234	Tractor Supply Credit Plan	1/7/2022	125.93
47235	VC3, INC.	1/7/2022	6,017.70

**GF claims total - 1/11/2022**

**179,263.77**

**Utility Fund**

<u>CK Number</u>	<u>Vendor</u>	<u>Ck Date</u>	<u>Ck Amount</u>
55013	Ace Industrial Supply Inc	12/31/2021	589.94
55014	At&t - 5019	12/31/2021	173.04
55015	AT&T CLUB SERVICE	12/31/2021	1,013.86
55016	Cape Electrical Supply Llc	12/31/2021	9,714.00
55017	CAPITAL ONE	12/31/2021	44.67
55018	CHARTER COMMUNICATIONS	12/31/2021	220.95
55019	John O Smits	12/31/2021	5,756.00
55020	Kentucky Underground Protectio	12/31/2021	204.00
55021	Lawson Products, Inc	12/31/2021	627.42
55022	LITTRELL BROTHERS TREE SERVICE	12/31/2021	3,600.00
55023	Office Depot Credit Plan	12/31/2021	127.14
55024	Quill	12/31/2021	311.73
55025	Stock Yards Bank & Trust	12/31/2021	2,399.27
55026	Stuart C. Irby Co.	12/31/2021	1,505.60
55027	Usa Blue Book	12/31/2021	349.96
10622	Kentucky State Treasurer/Sales	1/6/2022	36,299.79
55028	Agrade Construction	1/7/2022	90,592.00
55029	At&t - 5014	1/7/2022	84.99
55030	AMBER BATHON	1/7/2022	34.99
55031	CHRISTOPHER BAXTER	1/7/2022	41.08
55032	SABRINA BEATTY	1/7/2022	30.09
55033	SHARON LYNN BOLIN	1/7/2022	73.33
55034	Cape Electrical Supply Llc	1/7/2022	2,129.00
55035	DAYNA CARMICLE	1/7/2022	75.40
55036	CITCO WATER	1/7/2022	811.05
55037	Citizen Advertiser	1/7/2022	234.00
55038	CITY OF PARIS UTILITIES	1/7/2022	16,511.76
55039	Columbia Gas Of Kentucky, Inc.	1/7/2022	2,034.45
55040	DEBORAH CONLEY	1/7/2022	263.02
55041	DEAL ZONE LLC, TRACY HERSMAN	1/7/2022	72.94
55042	Double O Trailer Services Inc	1/7/2022	128.00
55043	KATHERINE ECTON	1/7/2022	74.61
55044	KRYSTAL GARR	1/7/2022	37.89
55045	LINDA GILLESPIE	1/7/2022	73.97
55046	KATHRYN HARNEY	1/7/2022	74.59
55047	HAWKINS WATER TREATMENT	1/7/2022	2,850.00
55048	Hayes Pipe Supply, Inc	1/7/2022	16,697.58

<u>CK Number</u>	<u>Vendor</u>	<u>Ck Date</u>	<u>Ck Amount</u>
55049	BESSIE HOLDER	1/7/2022	75.00
55050	LARRY HOPKINS	1/7/2022	183.35
55051	CHRISTIE HUDNALL	1/7/2022	57.13
55052	Hunt, Josh	1/7/2022	100.00
55053	IDEXX DISTRIBUTION, INC	1/7/2022	353.62
55054	KLC INSURANCE SERVICES	1/7/2022	24,115.43
55055	LITTRELL BROTHERS TREE SERVICE	1/7/2022	6,000.00
55056	MIKE DUFFY FIRE PROTECTION	1/7/2022	580.00
55057	O'reilly Auto Parts	1/7/2022	352.24
55058	OBERLANDER FIN. SERV., PLLC	1/7/2022	3,900.00
55059	Office Depot Credit Plan	1/7/2022	14.40
55060	NICOLE PRIEST	1/7/2022	29.38
55061	Quill	1/7/2022	69.99
55062	LINDSEY REYNOLDS	1/7/2022	74.59
55063	Riley Oil Company	1/7/2022	1,563.68
55064	Rumpke	1/7/2022	12,696.78
55065	ERIC & TINA SEEVERS	1/7/2022	49.61
55066	Southern Petroleum Inc	1/7/2022	895.70
55067	Staples Advantage	1/7/2022	18.69
55068	Strand Associates Inc	1/7/2022	3,831.06
55069	CHRISTIE THOMAS	1/7/2022	34.95
55070	Tractor Supply Co	1/7/2022	440.40
55071	Unifirst Corporation	1/7/2022	372.03
55072	VC3 INC	1/7/2022	1,364.62
55073	VERIZON WIRELESS	1/7/2022	129.08
55074	Wesco Distribution, Inc.	1/7/2022	640.00
55075	STEPHANIE WOODS	1/7/2022	29.34
<b>UF TOTAL CLIAMS - 1/11/2022</b>			<b>253,833.18</b>

Brad Oberlander presented outstanding accounts payables invoices with General Fund outstanding of \$ 179,263.77 and Utility Fund outstanding of \$ 253,833.18 No action was taken.

**Reports**

Andrea Lacy, Paris Bourbon County Joint Planning Administrator

- Planning Commission meeting is next Thursday, January 13<sup>th</sup>.
- Temporary 21.43 minutes

Betty Ann Allen, Tourism Director

- Memory Tree Ornaments was successful and planning to continue the tradition next year.
- Paris in on the front page and has an article in the current issue of Travel Host.

Laure Biddle, Chamber of Commerce Director

- Retail Strategies has had 82 retailer meetings, 47 broker and developer meetings, and 14 networking events. Interest has been expressed in the old Goldman's building.
- Chamber and Tourism has been advertising together a lot with advertising to capitalize on all events, and the advertising is working. Kentucky Chamber stated all eyes are on Paris right now.

Bryan Beaman,

- Clough property closed in December deed is in hand.
- Related to the ARPA funds, the City needs to calculate if there was a revenue loss during COVID months a report.
- Special Joint meeting with the Fiscal court is February 9<sup>th</sup> to discuss the transfer station and EMS and E911 wages.

Erin Morton, HR Director

- OSHA has not adopted and not ETS will not be enforced in January. Stating the City is in compliance, and the City is 50/50 with vaccinated and unvaccinated employees.

Brad Oberlander, CPA

- First meeting in February we should have a draft of the audit for review.
- Preparing for projection of where the FY22 budget will shake out at.
- EMS and E911 has had discussion of increasing the starting wage of new hires.

Stan Galbraith, Commissioner

- ARPA annual report is due April 30, 2022.
- Asked Superintendent Aaron Sparkman to assist with backup with the KYMEA board.
- Expressed appreciation to Mike Smith and the Street Department for clearing the streets from snow.

Angela Roberts, Commissioner

- Police Department received 20 more homeless bag initiative.
- Martin Luther King unity march is Monday, January 17, 2022 at 3:00 p.m. the march will begin at First Christian Church.

**Executive Session**

Motion by Galbraith, seconded by Roberts, the motion unanimously carried to enter executive session pursuant to KRS 61.810(1)(f) for discussion which might lead to the appointment of an individual employee at 10:15 a.m.

With no action taken during executive session. Motion by Galbraith, seconded by Roberts, the motion unanimously carried to exit executive session and resume regular session at 10:18 a.m.

Motion by Galbraith, seconded by Roberts, the motion unanimously carried to enter executive session to discuss potential and proposed litigation for which disclosure of details might compromise pending litigation posture, pursuant to KRS 61.810(1)(c) at 10:18 a.m.

With no action taken during executive session. Motion by Gibson, seconded by Galbraith, the motion unanimously carried to exit executive session and resume regular session at 10:19 a.m.

With no further discussion the meeting moved to adjourn.

**Adjourn**

Motion by Galbraith, seconded by Gibson, the motion unanimously carried to adjourn the meeting at 10:19 a.m.

Mayor, John A. Plummer

Attest:  
City Clerk, Stephanie Settles