

Paris City Commission  
525 High Street  
Paris, KY 40361  
Meeting Minutes  
April 26, 2022

The Paris City Commission met in regular session at 9:00 a.m. viewable on Facebook live at [www.facebook.com/cityofparisky](https://www.facebook.com/cityofparisky) on Tuesday, April 26, 2022.

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

City Clerk Stephanie Settles conducted roll call.

Present: Mayor, John Plummer; Commissioner, Wallis Brooks Commissioner, Stan Galbraith; Commissioner, Angela Roberts; Commissioner Holli Gibson

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 Brooks, seconded by Roberts, to approve the meeting minutes of April 12, 2022, regular meeting. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Brooks, seconded by Roberts, to approve the meeting minutes of April 14, 2022, special meeting. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, and Galbraith, and Gibson voting Aye.

Motion by Galbraith, seconded by Plummer, to approve the meeting minutes of April 19, 2022, special meeting. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Galbraith, seconded by Roberts, to approve the meeting minutes of April 22, 2022, special meeting. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Gibson, seconded by Roberts, approving municipal order 2022-5 approving Jamie Miller as City Manager of the City of Paris, and authorizing the mayor to execute a city manager employment agreement. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

#### **CITY OF PARIS ORDER NO. 2022-5**

#### **A MUNICIPAL ORDER APPROVING JAMIE MILLER AS CITY MANAGER OF THE CITY OF PARIS AND APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE CITY MANAGER EMPLOYMENT AGREEMENT.**

WHEREAS, the City of Paris has a vacancy in the position of City Manager;

WHEREAS, based upon the professional qualifications and experience of Jamie Miller, the Board of Commissioners determines that Ms. Miller is well qualified to fulfill the duties and responsibilities of the position of City Manager as required by Kentucky Revised Statutes, the City of Paris Code of Ordinances, and other policies, procedures and orders adopted by the City of Paris relating to the position of City Manager; and

WHEREAS, it is in the best interest of the City of Paris to appoint Ms. Miller as City Manager and to approve the City Manager Employment Agreement.

**NOW THEREFORE**, be it ordered by the City of Paris, Kentucky as follows:

1. The appointment of Jamie Miller as City Manager of the City of Paris is hereby approved.
2. The City Manager Employment Agreement, a copy of which is attached to this Order is hereby approved.
3. The Mayor is hereby authorized and directed to execute the City Manager Employment Agreement and any other necessary documents as may be required.
4. This Municipal Order shall take effect immediately upon execution.

Jamie Miller expressed her appreciation to the commission, staff, and citizens for the warm and humble welcome to Paris, stating there is a lot to love about Paris, and looking forward to the opportunities.

#### **Special Request**

Motion by Brooks, seconded by Gibson, approving the FY2022-2023 employee benefits renewal to continue medical benefits with Humana, life and vision policies with Standard Insurance, dental insurance with Guardian, COBRA administration provided by BMS LLC. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

Grayson Evans and Bob Cashier discussed a grant opportunity of 1.5M possibility to be used towards the new Convenience Center/Transfer Station.

Motion by Roberts, seconded by Galbraith, to authorized and make an application to file for a Community Development Block grant for the Convenience Center/Transfer Station with the Bluegrass Area Development District. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

#### **Old Business**

Commissioner Roberts asked about the status of the outsourcing of payroll. Brad Oberlander stated that the payroll company is in process of developing some forms to process city payroll correctly. Hopefully he will have an update at the next meeting. If reports cannot be established he is looking at adding a staff accounting position within the budget that would do the payroll processing and still allow for segregation of duties.

#### **New Business**

Brad Oberlander discussed budget schedules are not available yet, hopeful to work on sending out information soon on the budget.

Motion by Brooks, seconded by Galbraith, approving the recommendation of Erin Morton to hire David Robinette as a full-time Water Distribution/Wastewater Collections trainee contingent upon passing pre-employment screenings. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Galbraith, seconded by Brooks, approving a resolution authorizing the City of Paris to use the standard allowance for the local fiscal recovery fund as authorized by the American rescue plan act.

#### **CITY OF PARIS RESOLUTION 2022-5**

**A RESOLUTION AUTHORIZING THE CITY OF PARIS TO USE THE STANDARD ALLOWANCE FOR THE LOCAL FISCAL RECOVERY FUND AS AUTHORIZED BY THE AMERICAN RESCUE PLAN ACT.**

**WHEREAS,** The United States Congress passed the American Rescue Plan Act (ARPA) on March 10, 2021, and President Joe Biden signed into law on March 11, 2021;

**WHEREAS,** The American Rescue Plan Act created the Local Fiscal Recovery Fund to provide funding to all cities and counties throughout the nation;

**WHEREAS,** The City of Paris received a total allocation of \$2,504,393 through the Local Fiscal Recovery Fund, with the first half coming in 2021 and the second half coming in 2022;

**WHEREAS,** The United States Department of the Treasury published in the *Federal Register* the Final Rule governing the Coronavirus State and Local Fiscal Recovery Funds on January 27, 2022;

**WHEREAS,** The Final Rule allows local governments to elect a standard allowance of up to \$10 million, not to exceed the total award allocation, in lieu of calculating revenue loss as prescribed by Treasury; and

**WHEREAS,** The Final Rule allows local governments to use their portion identified as revenue loss to provide any government services;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Paris as follows:

(1) The City of Paris elects to use the standard allowance for identifying revenue loss within the Local Fiscal Recovery Fund as authorized by the American Rescue Plan Act; and

(2) the Mayor is authorized to sign all paperwork associated with the City of Paris regarding the standard allowance for identifying revenue loss within the Local Fiscal Recovery Fund as authorized by the American Rescue Plan Act.

**Financials**

Motion by Galbraith, seconded by Roberts, approving the payment of invoices as presented. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

**General Fund**

<u>Ck Number</u>	<u>Vendor</u>	<u>Ck Date</u>	<u>Ck Amount</u>
47557	Advance Auto Parts	4/15/2022	75.55
47558	ATLANTIC EMERGENCY SOLUTIONS	4/15/2022	712.00
47559	Cdw Government, Inc	4/15/2022	963.99
47560	Columbia Gas Of Kentucky	4/15/2022	696.98
47561	DATAMAX CORPORATION	4/15/2022	712.50
47562	Directcare Family Health Pllc	4/15/2022	20.00
47563	Fleetpride	4/15/2022	235.21
47564	SEAN GARRETT	4/15/2022	1,619.49
47565	JOSEPH GILBERT	<b>Voided</b>	
47566	Highbridge Spring Water Co.	4/15/2022	49.20
47567	Innovative Credit Solutions	4/15/2022	17.00
47568	J&J WINDOW TINTING	4/15/2022	296.01
47569	KENTUCKY LEAGUE OF CITIES TRUST	4/15/2022	2,361.22
47570	KENTUCKY STATE TREASURER	4/15/2022	248.00
47571	Mattox Motors Inc	4/15/2022	1,665.81
47572	Mechanic Masters Llc	4/15/2022	159.29
47573	O'reilly Auto Parts	4/15/2022	173.62
47574	Office Depot Card Plan	4/15/2022	139.56
47575	Shield Environmental Assocs	<b>Voided</b>	
47576	Southern Petroleum Inc	4/15/2022	508.46
47577	Staples Business Credit	4/15/2022	172.15
47578	Sturgill, Turner, Barker &	4/15/2022	8,232.70
47579	THE STANDARD/VISION	4/15/2022	59.75
47580	Thomas, Myron	4/15/2022	116.96
47581	Toadvine, Scott	4/15/2022	100.00
47582	Tractor Supply Credit Plan	4/15/2022	9.99
47583	Traditional Bank, Inc	4/15/2022	11,364.92
47584	VERIZON WIRELESS	4/15/2022	1,740.92
47585	1st RESPONSE TECHNOLOGIES LLC	4/22/2022	991.96
47586	Ascap	4/22/2022	391.92
47587	At&t Mobility - (6463)	4/22/2022	461.24
47588	At&t Onenet Service	4/22/2022	8.67
47589	Bluegrass Kesco	4/22/2022	200.00
47590	Bluegrass Office Systems, Inc	4/22/2022	33.99
47591	Bme Inc	4/22/2022	298.00
47592	Boling, Kyle	4/22/2022	48.00
47593	Bourbon Community Hospital	4/22/2022	180.00

47594 CCP INDUSTRIES INC	4/22/2022	29.99
47595 Central Equipment Co.	4/22/2022	111.34
47596 CHARTER COMMUNICATIONS	4/22/2022	127.97
47597 Directcare Family Health Pllc	4/22/2022	100.00
47598 ESO SOLUTIONS INC	4/22/2022	6,699.59
47599 Galls, Llc	4/22/2022	1,136.58
47600 JOSEPH GILBERT	4/22/2022	752.42
47601 Hillyard Kentucky	4/22/2022	638.90
47602 OC JONES	4/22/2022	100.00
47603 KOI	4/22/2022	688.51
47604 Koorsen Fire & Security	4/22/2022	826.15
47605 Lowes Business Acct/Syncb	4/22/2022	1,702.58
47606 Ray, Foley, Hensley & Co Pllc	4/22/2022	12,875.00
47607 Riley Oil Company	4/22/2022	8,728.06
47608 SHI INTERNATIONAL CORP	4/22/2022	260.00
47609 Unifirst Corporation	4/22/2022	361.39

<b>Total Claims Amount</b>	70,203.54
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**Utility Fund**

<u>Ck Number</u>	<u>Vendor</u>	<u>Ck Date</u>	<u>Ck Amount</u>
55456	Arista Information Systems, Inc	4/22/2022	3,438.01
55457	At&t Onenet Service	4/22/2022	4.35
55458	Bluegrass Office Systems Inc	4/22/2022	33.99
55459	Bourbon Limestone Co.	4/22/2022	79.79
55460	Brenntag Mid-South, Inc	4/22/2022	2,778.00
55461	CHARTER COMMUNICATIONS	4/22/2022	369.97
55433	CITY OF ASHLAND	4/15/2022	100.00
55434	Columbia Gas Of Kentucky, Inc.	4/15/2022	595.28
55435	CRYSTAL SPRINGS/ PRIMO WATER	4/15/2022	9.99
55436	Faust Electric Llc	4/15/2022	2,728.36
55462	Francotyp-Postalia Inc	4/22/2022	348.00
55437	Great America Financial Servs	4/15/2022	95.17
55463	Hach Company	4/22/2022	9,876.00
55438	Hayes Pipe Supply, Inc	4/15/2022	1,427.50
55439	IDEXX DISTRIBUTION, INC	4/15/2022	576.87
55440	KENTUCKY LEAGUE OF CITIES TRUST	4/15/2022	896.33
55441	Kentucky Petroleum SUPPLY	4/15/2022	305.85
55464	KIM MARSHALL PRINT SERVICES	4/22/2022	462.31
55465	KOI	4/22/2022	965.31
860	KYMEA	4/15/2022	1,069.51
55442	Lawson Products, Inc	4/15/2022	560.42
55466	LEGACY MECHANICAL LLC	4/22/2022	596.50
55467	Linville Electric Service	4/22/2022	95.00
55468	LITTRELL BROTHERS TREE SERVICE	4/22/2022	2,325.00
55469	MATTOX MOTORS INC	4/22/2022	200.42
55443	Mim Distribution	4/15/2022	2,929.50
55444	Office Depot Credit Plan	4/15/2022	53.74
55470	Perfection Goup, Inc	4/22/2022	63,926.21
55471	POWER SUPPLY COMPANY	4/22/2022	255.70
55445	Ray King	4/15/2022	500.00
55472	Rfh Inc	4/22/2022	12,875.00
55473	Riley Oil Company	4/22/2022	2,416.88
55474	Riley's Tire	4/22/2022	34.95
55446	Rumpke	4/15/2022	168.38
55475	SIGMA-ALDRICH INC	4/22/2022	275.79
55447	Southern Petroleum Inc	4/15/2022	1,525.44
55448	Staples Advantage	4/15/2022	172.15
55449	Strand Associates Inc	4/15/2022	177.72
55476	Strand Associates Inc	4/22/2022	5,860.00
55450	TIRE DISCOUNTERS	4/15/2022	55.83
55451	Tractor Supply Co	4/15/2022	132.98
55452	Unifirst Corporation	4/15/2022	61.63
55477	Unifirst Corporation	4/22/2022	424.66

55453	US DEPARTMENT OF ENERGY	4/15/2022	6,835.85
55454	Usa Blue Book	4/15/2022	1,416.83
55455	VERIZON WIRELESS	4/15/2022	80.02
<b>Total Claims Amount</b>			<b>\$ 130,117.19</b>

Brad Oberlander presented outstanding accounts payables invoices with General Fund outstanding of \$ 70,203.54 and Utility Fund outstanding of \$ 130,117.19 no action was taken.

### Staff Reports

Tourism Director, Betty Ann Allen

- Artwalk was successful and expressed her appreciation for help to the city employees that helped.

Planning Administrator, Andrea Pompei Lacy

- Two zone map amendments were approved and will be presented to the commission at a future meeting.
- Working on completing the Community rating for the flood plain.
- Commission Roberts inquired on the work site being moved at Old Post/Houston Oaks area. They are in the process of an amended development plan as requested by the Transportation Cabinet once that is processed they will start working on moving locations.

Chamber of Commerce Director, Lauren Biddle

- Provided a retail strategies update stating that they have had meetings with 35 potential retailers and have reached out to 59. Offering several different business opportunities such as hardware, clothing, and grocery options.
- 5K Tour De Paris was successful with 130 runners, which also lead to increased foot traffic and shopping downtown.
- Graduation for Youth Leadership will be next week.

EDA Director, Gordon Wilson

- City/County workshop will be held at Hunt Brothers Pizza on Friday from 9:00 a.m. to 12:00 p.m. to discuss budget.
- AgTech building may be leased to Avantor soon.
- CMWA is working on reconfiguration of 27 for a new entrance.

Superintendent, Mike Smith

- Parking lot at 7th Steet is almost finished, trees and shrubs need to be ordered and planted.
- Attending a meeting at 1:00 p.m. to discuss the status of Main Street.

City Attorney, Bryan Beaman

- A request has been received to use the City of Paris utility easement to boar thru the easement to run internet lines. Mike Smith and Bryan will review easement plats and see what options are available.

Human Resources, Erin Morton

- Found an option for Customer Service training and will email those options to the commission for review.

Commissioner Gibson,

- Expressed her appreciation to Mike Smith for the 7th Street parking lot improvements.
- GovHR is completed now that Jamie Miller is hired, and they will be sending the final invoice.

Commissioner Roberts

- Expressed her gratitude to everyone that came together in relation to the Convenience Center/Transfer Station and excited to see the project come together.
- Stated that the commission came together as a group and made the best candidate for the City Manager position.

With no other business discussed the meeting moved to adjourn.

### Adjourn

Motion by Brooks, seconded by Roberts, to adjourn the meeting at 9:55 p.m. Motion carried by roll call vote of 5-0 with Plummer, Brooks, Roberts, Galbraith, and Gibson voting Aye.

Mayor, John A. Plummer

Attest:

City Clerk, Stephanie Settles