

**MINUTES**  
**SMITHS GROVE CITY COMMISSION REGULAR MEETING**  
**SMITHS GROVE MUNICIPAL BUILDING**  
**MONDAY JANUARY 26, 2015 7:00 P.M.**

All Members Present:

Also Present: City Attorney Wes Milliken

Mayor Stiffey called the meeting to order at 6:59 pm.

Invocation was led by Commissioner Gary Vincent

All present recited the Pledge of Allegiance

Recognition of Special Guests – Mayor Stiffey thanked everyone for coming out in the snow & sleet and stated the Commission considered all there as Special Guests.

**READING AND APPROVAL OF MINUTES**

Minutes of Regular Meeting (December 8, 2014)

The meeting minutes were approved by acclimation.

Minutes of Special Called Meeting (January 8, 2015)

The meeting minutes were approved by acclimation.

**REPORTS**

Treasurer Report (December, 2014)

Report was approved by acclimation.

**Public Works Report**

Commissioner Teresa Stidham reported that she had done some research on new brackets for the street signs however, Mayor Stiffey had found several in the storage building so we would not be needing any new ones.

Commissioner Stidham has also found someone that is willing to do the work of repairing the signs at no cost to the city for the labor. The only cost would be for any equipment/materials that may be needed to do the job.

**Police, Public Safety, Health and Welfare Report**

Commissioner Lawrence Stiffey reported that Mobile Communications has not gotten back with our police force in regards to installing the new radio equipment into our cruisers yet.

Mayor Stiffer informed all present that this was something that the city had no choice in doing and the cost had been included in the budget last year. The county is changing the system and all police, fire and EMS have to change over to the new system.

### **Cemetery Report**

Commissioner Jeff Cannon stated he had nothing to report at this time however he did have an item he would like to address regarding the past agreement with Earl Bishop to repair the stones in the cemetery.

Commissioner Cannon stated the job still has not been completed and, like the previous commission, he has not been able to get Mr. Bishop to return calls or meet with him.

It was asked of Attorney Milliken if the city had any recourse against Mr. Bishop. Attorney Milliken stated it would be doubtful since there was no actual contract signed just an accepted bid but that the city could try.

At this time Mayor Stiffey stated he would like to report that there were two loads of rock that have been put down on the road in the cemetery towards the Lowe property.

### **Code Enforcement Report**

Commissioner Gary Vincent reported that he has two items that are of great concern to him. The first concern is items on the sidewalks and the second being un-kept lots.

Commissioner Vincent stated that he knew the city had an Inter Local Agreement with Warren County Code Enforcement but that the ordinance also stated we could get out of it by giving them a thirty (30) day notice. He stated that he is very unsatisfied with the job that Warren County is doing and he feels that if the city took back this responsibility there would be better control of the situation.

Commissioner Vincent also stated he would like to know who certifies the county as a clean county “because we have junk and solid waste that needs to be removed...” He also stated that the reason he ran for commissioner was to clean up Smiths Grove and make it a cleaner city.

At this time Attorney Milliken made the suggestion that this item be put on a future agenda to be voted on.

The matter was tabled until a later date.

### **Committee Reports**

#### **Aging Committee**

Nothing at this time.

### **OLD BUSINESS**

#### **City Hall Office Hours**

Mayor Stiffey reported that in the past few months he has had several people mention to him that the hours of operation were not convenient for them. In the January 2, 2015 the commission had discussed the idea of changing the office hours to 9:00 am – 5:00 pm and possibly be open on Fridays as well. At that time no member was in disagreement.

With that being said, Mayor Stiffey made a motion to change the hours to 9:00 – 5:00 effective as of the first (1<sup>st</sup>) of February. The motion was seconded by Commissioner Teresa Stidham.

Discussion was called for and Commissioner Vincent wanted to know if Clerk Brewer was ok with this change. Clerk Brewer responded that she did not have a problem with it.

With there being no more discussion roll was called for. Commissioner Stiffey – Yes, Commissioner Stidham – Yes, Commissioner Vincent – Yes, Commissioner Cannon – Yes, Mayor Stiffey – Yes. The motion passed with a 5 – 0 vote.

### **Assistant City Clerk Position**

Mayor Stiffey explained to all present that this would be a new position to cover times when the clerk would not be available and to work on Fridays. He stated that since Scott Shields Construction had given their resignation, effective the end of this month, the commission had decided they would take turns doing the cleaning of City hall. Therefore, the money that was going towards cleaning could now go towards a salary for the Assistant Clerk position. He also stated that we would have to advertise for the position.

Commissioner Stiffey inquired as to how many hours the position would be for and Mayor Stiffey stated it would be sixteen (16) hours a week, one day with Clerk Brewer and then on Friday. The person would also fill in when Clerk Brewer was on vacation or out sick. However, if the need should arise during a busy time they may be asked to work extra.

The motion was made by Commissioner Stiffey to go ahead and hire an Assistant Clerk and the motion was second by Mayor Stiffey.

With their being no discussion roll was called for. Commissioner Stiffey – Yes, Commissioner Stidham – Yes, Commissioner Vincent – Yes, Commissioner Cannon – Yes, Mayor Stiffey – Yes. The motion passed with a 5 – 0 vote.

Attorney Milliken suggested that the commission go ahead and advertise the position and review resumes before considering what the wage for the position would be. He stated if a person was more qualified they might want to consider giving a higher wage.

## **NEW BUSINESS**

### **Accepting Chief Suoy's Resignation**

Mayor Stiffey stated that he assumed everyone present was aware that Chief Suoy had accepted a position with Western Kentucky University Police and was leaving his position with the city. Chief Suoy's last day will be Tuesday January 27, 2015.

Commissioner Stidham asked if there were any plans for a reception or something to show the city's appreciation for all he has done.

Mayor Stiffey stated that what he would like to do, with the approval of the commission, would be to give Tom his fitted inner vest. This is an item that no one else can use because it was made

specifically for the chief. Western has offered to pay for it but Mayor Stiffey feels the city should give it to Chief Suoy as a gift.

The motion was made by Mayor Stiffey to give Chief Tom Suoy his fitted vest as a gift from the city and was seconded by Commissioner Stidham. Roll was called for; Commissioner Stiffey – Yes, Commissioner Stidham – Yes, Commissioner Vincent – Yes, Commissioner Cannon – Yes, Mayor Stiffey – Yes. The motion passed with a 5 – 0 vote.

### **Set up time and date for discussion of hiring new Chief**

Mayor Stiffey reported that while attending the COA he was informed that if we have qualified candidates interested in the position we do not have to advertise for the position and at this time there are qualified candidates applying for the position. However, if anyone knew of someone that was interested in the job please have them turn in a resume and application by Thursday of this week.

Mayor Stiffey stated he would like to start the interview process this Friday (January 30<sup>th</sup>) if all members in the commission, and Attorney Milliken were available. All members stated they would be as long as it was after 5:00 pm.

All members were in agreement that they will meet on Friday, January 30, 2015 at 5:30 to start interviewing candidates.

### **Estimate for painting parking spaces on First Street**

Mayor Stiffey reported that for some time now we have had a problem with the way people are parking on First Street. The previous commission had discussed this problem in the past but could not come to an agreement on how to handle. Some of the business owners had stated they would park however they wanted to.

The Mayor meet earlier this week with Southern Sealing & Striping in regards to the cost to mark parking spaces on the north side of First Street and received an estimate of three hundred seventy-five (\$375) dollars to measure and paint the spaces.

At this time Mayor Stiffey made a motion to accept the bid from Southern Sealing & Striping to measure, mark, and paint parking spaces on First Street. The motion was seconded by Commissioner Stidham. With there being no discussion roll was called for. Commissioner Stiffey – Yes, Commissioner Stidham – Yes, Commissioner Vincent – Yes, Commissioner Cannon – Yes, Mayor Stiffey – Yes. The motion passed with a 5 – 0 vote.

### **Bid for re-sealing City Hall parking lot and re-striping**

Mayor Stiffey stated that while Southern Sealing & Striping was here he asked them to give him a bid to re-seal & re-stripe the parking lot here. Mayor Stiffey stated the lot had not been done in several years and was in need of it.

Mayor Stiffey was given a quote of one thousand two hundred nine (\$1,209) dollars to do the job. If the commission should agree the job would not be done until March or April when the weather clears up. Should the commission decide to table this item the bid will stay the same.

Commissioner Vincent stated that he would like to lay the parking out differently. Have parallel parking spaces as you enter the lot so you did not have to worry about backing into the building.

Mayor Stiffey stated he did not see that that would be a problem and thought it a good idea.

A motion was made by Commissioner Cannon to table this item until the next meeting. The motion was second by Commissioner Vincent, Ayes all members.

### **Approval for an electrician**

Mayor Stiffey explained that for at least the last two years the city has been trying to get an electrician out to do work on the exterior lights at city hall, the flag pole light in the city park, and the light at the cemetery. We have contacted several electricians in the past but they never showed up. However, this week he was able to get an electrician out to discuss our issues.

The electrician would be installing photo cells on our exterior lights, installing a flood light with timer for the flag pole, checking our emergency lights to insure operating correctly, and will work on the light switch for the meeting room. The electrician could not give an exact amount to do the job, because he is not sure what he may run into, but he doesn't believe it will be over one thousand five hundred (\$1,500) dollars.

At this time Mayor Stiffey made a motion to have the electrician to go ahead and start the job. The motion was second by Commissioner Stidham. With there being no discussion roll was called for. Ayes all members so the motion passed 5 – 0.

### **Lights for both entrances of the cemetery**

Mayor Stiffey stated that there has been a problem for some time with the flag pole light at the cemetery. Back in 2011 the city had it replaced and within a year something had happened to the sensor and it stays on all the time. What he would like to do would be to have WRECC put a flood light on the pole at the Hwy. 101 entrance. This would light up the flag pole as well as the entrance and front part of the cemetery. Also, he would like to get them to put a flood light on the pole at the Beeler entrance to light up the back section of the cemetery.

Mayor Stiffey reported that he has already been in contact with WRECC and a four hundred (400) watt light would cost twenty (\$20) dollars per month so we would be looking at extra forty (\$40) dollars per month on the light bill.

At this time a motion was made by Mayor Stiffey to have WRECC to install the lights at the cemetery. The motion was second by Commissioner Stiffey. With there being no discussion roll was called for. Ayes all members so the motion passed 5 – 0.

At this time Commissioner Stiffey stated he would like to address the parking at the intersection of Second Street and Main Street. He stated that “whenever they are having their meetings or whatever they are doing down there, you cannot see if you are looking towards the railroad track.” Commissioner Stiffey stated that he would like to see “NO Parking” signs on Main Street.

Anthony Stidham, who works for the state highway department, informed all present that you cannot put a sign on a state road. He said someone would have to call and talk to one of their engineers.

Commissioner Stidham stated that she would contact the state and report back at the next meeting.

With there being no further business to conduct, Mayor Stiffey adjourned the meeting at 8:04 pm.

APPROVED \_\_\_\_\_  
DAVID L. STIFFEY, MAYOR

ATTEST \_\_\_\_\_  
DEBORAH K. BREWER, CITY CLERK

DATE \_\_\_\_\_  
Minutes were prepared by Deborah K. Brewer, City Clerk