

**MINUTES**  
**SMITHS GROVE CITY COMMISSION REGULAR MEETING**  
**SMITHS GROVE MUNICIPAL BUILDING**  
**MONDAY JULY 27, 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 given by Commissioner Gary Vincent  
All present recited the Pledge of Allegiance

Mayor Stiffey welcomed everyone in attendance.

**READING AND APPROVAL OF MINUTES**

Minutes of Regular Meeting (June 22, 2015)

The meeting minutes were approved by unanimous consent.

**REPORTS**

Treasurers Report (2<sup>nd</sup> Quarter 2015, and June 2015)

A motion was made by Commissioner Vincent to accept the Treasurers Reports as read and was seconded by Commissioner Cannon. Ayes all members so the motion passed 5 – 0.

**Administrative Report**

Mayor Stiffey reported that he had a new timer installed on Friday for the outside lights in front of the building and the foyer. This way they do not stay on all day on weekends or when the office is closed.

Mayor Stiffey also stated that he knew the second reading of the Ordinance for an Assistant City Clerk was on the Agenda but, as of today he has changed the office hours. Clerk Brewer will now work Monday thru Friday from 9:00 am to 4:00 pm and the office will be closed from 12:00 pm to 1:00 pm for lunch.

Mayor Stiffey said he would like to report that Chief Vance and Clerk Brewer have been working well on collecting Occupational Licenses from people who either did not have one or did not know they needed one.

Also, Clerk Brewer had met with Trace Kirkwood from the KY Department for Libraries and Archives and had been able to destroy several boxes of items we no longer needed to hold on to. Mr. Kirkwood also instructed her on what files needed to be kept indefinitely.

At this time Mayor Stiffey asked Anthony Stidham if he was able to contact someone about spraying for mosquitos. Mr. Stidham reported that he had called three times but did not know if anything had been done or not. Diana Stiffey stated that she had seen them Friday night.

### **Public Works Report**

Commissioner Stidham reported that all of the street signs are now back up thanks to Mayor Stiffey.

Also, she did get bids from Southern Paving, and Scotties Construction. However, her bids were not for specific streets so Mayor Stiffey had followed up with them this week. The sealed bids received for these meetings would be discussed later on in the meeting.

Commissioner Stidham stated that she has had several inquiries into the Smiths Grove Days Festival and Clerk Brewer has already received a few payments for booth rental. Clerk Brewer has also made a few color flyers for local businesses to display and advertise. Ms. Velta Rose Smiths asked if the flyer could be produced in quarters so that they could be passed out to which Commissioner Stidham stated she would work on.

Ms. Velta Rose Smiths also stated that she had heard that part of Main Street was going to be closed for the festival and she was opposed to that.

At this time Mayor Stiffey reported that Chief Vance had received approval to close Main Street/101 from First Street to Second Street. However, he and Chief Vance are working on something that they believe will be better than closing off Main Street. Commissioner. Gary Vincent stated that he was in agreement with Ms. Smith that Main Street should not be closed.

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

Commissioner Stiffey reported that Chief Vance has been working on citations for parking and people have started parking correctly. He stated that he believes that the new system is going to work out.

He also stated that he is against closing Main Street for the festival.

### **Cemetery Report**

Commissioner Cannon stated that Brian Gaul is still doing a good job with keeping our cemetery looking good however, the grass is growing like crazy with the weather we have had.

At this time Mayor Stiffey stated that the letter to Earl Bishop must have scared him because he has made arrangements with Southern Kentucky Monuments to repair a few of the larger monuments. Also, the Mayor and Fred Wrust have set up one (1) or two (2) monuments.

Commissioner Cannon asked if the work done was enough to fulfill his contract to which Mayor Stiffey replied "no". Commissioner Cannon then asked that if Mr. Bishop were to complete his contractual agreement would we still owe him money. Clerk Brewer stated she did not believe he would ask for more money but would have to see if he was owed anything.

Mayor Stiffey stated that there was a Resolution that needed to be discussed at this time. The original Resolution was number 05-11 which was passed in May of 2011. It is a **Resolution Setting Out Rules, Regulations and Responsibilities for the Management of the Smiths Grove Cemetery**. The new Resolution will be number 01-15 and will repeal in its entirety Resolution Number 5-11. The only things that have been changed on the resolution is that in section 3 under monument size it will now say “No monuments will be constructed that are wider than forty two incher (42”) per single grave plot. Depending on the location, a double monument may range from eighty four inches (84”) to eighty six inches (86”) in width. Also, anywhere the term “contractors” was used it will now say “contractor”.

At this time Mayor Stiffey made a motion to accept Resolution 01-15 as written and the motion was seconded by Commissioner Cannon. Ayes all members so the motion passed 5 – 0.

### **Code Enforcement Report**

Commissioner Vincent reported that the position of Code Enforcement was a frustrating position because he did not feel that people take it seriously. He stated that he felt that the citizens were being properly warned but that they just were not taking care of the problems quickly enough. He stated that it may take his two year term but he will get it under control.

At this time Commissioner Stidham stated she would like to add to her earlier report that the potholes that had been reported have been repaired. The city purchased the product and Anthony Stidham did the work.

## **COMMITTEE REPORTS**

### **Christmas Parade**

Mayor Stiffey stated that he had not heard anything else from the Lions Club about if they were willing to help put on the Christmas Parade or not.

At this time Mr. Albert Rich spoke up and stated that the Lions Club had voted last Monday night to help with the Christmas Parade

## **OLD BUSINESS**

### **Second Reading of Ordinance Number 15-003 210.10 An Ordinance Establishing the Position of Assistant Clerk for the City of Smiths Grove, Kentucky.**

A motion was made by Commissioner Stiffey to accept the ordinance as written and was seconded by Commissioner Stidham. At this time discussion was called for.

Commissioner Gary Vincent stated that he would like for the commission to look at finances before they decided to fill this position because he questioned the need for two people doing the job at once.

With there being no more discussion roll was called for. Ayes all members present so the motion passed 5 – 0.

### **Update Lien on 150 W. Third and why the property has not been sold yet**

Mayor Stiffey reported that since our original lien on 150 W. Third Street we have spent an additional seven thousand five hundred seventy dollars and eight cents (\$7,570.08) bringing the total spent on this property to eight thousand nine hundred twenty six dollars and nineteen cents (\$8,926.19). The original lien will need to be updated to show the new total figure. He also asked Attorney Milliken if he knew why this had not come up on Master Commissioners Auction yet.

Attorney Milliken stated that he had received the information from Clerk Brewer to update the lien and that he would get the matter taken care of. As for why the property was not on the Master Commissioner Auction yet he would contact them and see what the holdup is.

## **NEW BUSINESS**

### **Bid opening for streets & cemetery paving**

Mayor Stiffey started by stating that the bids were sealed bids but since Scotty's Contracting & Stone had prepared theirs separately he had to open them before the meeting and get in order for the commission.

These bids will be for what he considered "Priority" streets and aprons. The Bids were as follows:

### **Scotty's Contracting & Stone LLC**

#### **1) East Fourth Street from College Street to Kentucky Street**

- Mill edge keys at terminus points
- Trim back grass edges
- Widen at school exit 4X122 approximately and cut out approximately twelve inches (12") then install approximately eight inches (8") DGA and approximately four inches (4") Base Mix
- Adjust one (1) water valve box and one (1) man hole 1300X16
- Trim back grass edges & sweep
- Apply tack coat
- Level & wedge
- Overlay using approximately one and one-half inch (1 ½") surface mix
- Install approximately one foot (1') turn out at driveway

Total cost for job seventeen thousand seven hundred ninety nine dollars (\$17,799).

#### **2) Hedge Street from KY 101 to First Street. Stop around curve at big, big tree seventeen hundred linear feet (1,700 LF)**

- Trench one foot (1') wide entire length
- Install approximately four inches (4") bituminous base mix in trench
- Apply tack coat
- Level & wedge

- Overlay using approximately one and one-half inch (1 ½") bituminous surface mix
- Adjust six (6) man holes

Total cost for job twenty nine thousand fifty dollars (\$29,050).

**3) Mill Street**

- Sweep
- Apply tack coat
- Install approximately two inches (2") bituminous surface mix

Total cost for job if done in conjunction with other streets six hundred thirty dollars (\$630)

**4) Floral Alley**

- Grade & shape
- Install approximately two inches (2") bituminous surface mix

Total cost for job if done in conjunction with other streets five hundred dollars (\$500).

**5) Alley behind Presbyterian Church on Second Street**

- Grade & shape
- Install approximately two inches (2") bituminous surface mix

Total cost for job if done in conjunction with other streets five hundred dollars (\$500).

**6) Alley off of Main Street (that runs beside of Commissioner Gary Vincent's house)**

- Grade & shape
- Install approximately two inches (2") bituminous surface mix

Total cost for job if done in conjunction with other streets five hundred dollars (\$500).

**Southern Paving**

Asphalt overlay, street widening and alley entrances, all widened areas to be excavated, four inch (4") DGA stone, two inch (2") base asphalt, all street overlays to be one and one-half inches (1 ½") asphalt surface including leveling, tack coat, prep all alley entrances to be prepped, two inch (2") asphalt surface

**1) East Fourth Street from College Street to Kentucky Street**

- Widen two to three foot (2-3') by fifty foot (50') at school bus entrance
- Overlay full width

Total cost for the job eighteen thousand fifty dollars (\$18,050).

**2) Mill Street**

- Apron to Solazteca, ten foot (10') by fifty two foot (52')
- Overlay

**3) Alley entrance next to 220 Main Street (that runs beside Commissioner Gary Vincent's house) seventeen foot (17') by twenty foot (20')**

Total cost for the job five hundred fifty dollars (\$550).

- 4) Floral Alley Entrance ten foot (10') by thirty foot (30')

Total cost for the job five hundred fifty dollars (\$550).

- 5) Hedge Street from HWY 101 to curve where First Street begins

- Widen one foot (1') to one and one half foot (1 ½') by one thousand six hundred seventy six feet (1,676')
- Overlay full width

Total cost of the job thirty five thousand three hundred dollars (\$35,300).

Anthony Stidham asked if the commission was also going to put an apron by the Church of Christ since that was being considered an alley. Mayor Stiffey stated that if the city had to they would.

Commissioner Lawrence Stiffey stated that this was definitely an alley.

After much consideration and debate, a motion was made by Commissioner Teresa Stidham to accept the bid from Scotty's Contracting & Stone if they will give the city a new bid for Hedge Street excluding the widening and the bid is less than the current price. The motion was seconded by Commissioner Jeff Cannon. Ayes all members so the motion passed 5 – 0.

At this time Mayor Stiffey reported that he had contacted Warren County Water District in regards to the entrance to Laurel Street/Hays-Smiths Grove Road. He stated that the person he had talked to said they had been told twice that this was repaired. He apologized and said they will get taken care of. Mayor Stiffey asked them if while fixing they could give the city a price on what it would take to fix the turn out area as well.

### **Cemetery paving bids**

Mayor Stiffey stated that these bids were for the first two (2) roads on the left as you enter through the Beeler Ave. entrance and the first road on your right.

### **Scotty's Contracting & Stone LLC**

- 1) Grade & shape
- 2) Apply weed killer to edges
- 3) Remove vegetation from center of driveways
- 4) Install approximately two inches (2") bituminous surface mix
  - Three hundred sixty two (362) by nine (9)
  - Three hundred seventy (370) by nine (9)

Total cost seven thousand five hundred seventy six dollars (\$7,576)

- Alternate three hundred ten (310) by nine (9) to dumpster

Total cost three thousand two hundred dollars (\$3,200)

- 5) Add no additional stone. Any excess picked up to be graded out on rock drive as directed.

Total cost of complete job ten thousand seven hundred seventy six dollars (\$10,776).

## **Southern Paving**

- 1) Graving and paving roadways
- 2) Undercut existing stone to flush out near grass level
- 3) Add DGA as needed
- 4) Grade and shape
- 5) Pave with two inch (2") surface asphalt (light duty roadways)
- 6) Pave with two inch (2") base and one and one half inch (1 ½") surface (heavy duty roadway)

- Two (2) roadways ten foot (10') by three hundred seventy one foot (371') light duty

Total cost of job ten thousand two hundred seventy five dollars (\$10,275). If not undercut and flushed out with grass the cost is eight thousand two hundred dollars (\$8,200).

- Ten foot (10') by two hundred twelve foot (212') roadway plus widening radius light duty

Total cost of job three thousand three hundred dollars (\$3,300). If not undercut and flushed out with grass the cost is two thousand six hundred dollars (\$2,600).

After consideration and debate, a motion was made by Commissioner Gary Vincent to accept the bid from Scotty's Contracting & Stone LLC and the motion was seconded by Commissioner Lawrence Stiffey. Ayes all members so the motion passed 5 – 0.

## **Get bids for right of way trimming of limbs on streets and sidewalks (clearing og low or outward hanging branches)**

Mayor Stiffey explained that this would basically be taking a pole saw and trimming back branches. He gave the example that there is a limb in front of the Post Office that needs to be trimmed, there are some on Highland, and Lawson just to mention a few.

Mayor Stiffey stated that he has talked to a contractor that would charge one hundred dollars (\$100) per hour for four men and a chipper. He does not believe it would take more than one (1) day of work to do the job. He also informed everyone that he works for Sanders Tree Service and that is the contractor he received the quote from. He stated that he would need to supervise the job, or one of the Commissioners could, but that he would do it whether he gets paid by them to work or if he doesn't get paid.

Commissioner Vincent agreed that he did not believe that it would take more than one (1) day to do the job.

At this time Commissioner Stiffey made a motion to hire Sanders Tree Service to cover the city and cut back items as needed and the motion was seconded by Commissioner Cannon. Ayes all members so the motion passed 5 – 0.

With there being no further business to conduct, Mayor Stiffey made a motion to adjourn and it was seconded by Commissioner Vincent. Ayes all members so the meeting was adjourned at 8:39 pm.

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

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

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