

**MINUTES**  
**SMITHS GROVE CITY COMMISSION REGULAR MEETING**  
**SMITHS GROVE MUNICIPAL BUILDING**  
**MONDAY NOVEMBER 28, 2016 7:00 P.M.**

Members Present: Mayor Stiffey, Commissioner Stidham, and Commissioner Vincent

Members Absent: Commissioner Cannon, Commissioner Stiffey

Also Present: City Attorney Hampton Moore

Mayor Stiffey called the meeting to order at 7:00 pm.

Invocation was given by Jessie Varner

All present recited the Pledge of Allegiance

**READING AND APPROVAL OF MINUTES**

Minutes of Regular Meeting (October 24, 2016)

The minutes were approved by acclimation

**REPORTS**

Treasurers Report (October 2016)

A motion was made by Commissioner Vincent to accept the Treasurers Reports as read and was seconded by Mayor Stiffey. Ayes all members present so the motion passed 3 – 0.

**Administrative Report**

Mayor Stiffey stated that the Christmas parade is at 6:00 pm Friday night, December 2.

**Public Works Report**

Commissioner Stidham stated that Donovan Carroll graded the alleys and he did such a good job that no gravel is needed at this time.

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

Mayor Stiffey stated that Commissioner Stiffey had nothing to report at this time and asked Chief Vance if he had anything he wanted to report. Chief Vance mentioned that Assistant Chief Claywell completed DOCJ training in November. He also stated November has been a busy month.

**Cemetery Report**

In Commissioner Cannon's absence, Mayor Stiffey reported that the cemetery is idle right now due to no mowing needed.

**Code Enforcement Report**

Commissioner Vincent reported no complaints have been received since the last meeting. Chief Vance stated that one unauthorized burn was reported Sunday, November 27.

## **COMMITTEE REPORTS**

### **Aging Committee**

Jessie Varner stated the Barren River Aging Council met on Wednesday, November 16 and guest speaker Norm Wheeler gave a presentation on 211 services for our region. 211 is an easy access tool for information regarding health and human services in our community. The next meeting of the BRAC will be January 18, 2017. Mr. Varner also stated that he plans to have a guest from the Attorney General's office attend the January City commission meeting to discuss scams. Mr. Varner also reported that he will be interviewed on WCLU on November 29 to promote the Smiths Grove Christmas parade. Mr. Varner reported that Johnny McChesney will serve as grand marshal this year.

### **Christmas Parade**

Mayor Stiffey asked if there were any comments or discussion about the parade. Commissioner Vincent asked about traffic control at the end of the parade. Chief Vance suggested using a patrol car. Commissioner Vincent and Chief Vance agreed to handle traffic control issues.

## **OLD BUSINESS**

### **Update on 150 W. Third Street property**

At this time Mayor Stiffey asked Attorney Moore if he could give a status update on this matter. Attorney Moore stated a hearing before Judge Steve Wilson is scheduled for December 5.

### **Discussion of bid information for fence around unknown burial monument at cemetery**

Commissioner Vincent reported he got three bids for wrought iron fencing for the cemetery project. Along with the cost of a concrete footer, the total amount of the project would be in excess of \$10,000. All in attendance agreed that amount is too much to spend. One option that was mentioned is use of a vinyl coated chain link fence that would be painted black. Chief Vance stated he has that type of fence at this home and it has held up well. Bob Buel mentioned steel posts with a chain fence. Commissioner Vincent asked since Mr. Buel will be a member of the city commission in January, would he mind to be involved with the procurement of the fence. Mr. Buel agreed. The project remains in the planning stage since it will be April or May before the fence can be constructed.

Commissioner Vincent stated the Smiths Grove Lions Club purchased the headstone for the unknown burials and would like some type of recognition. Mayor Stiffey asked Jessie Varner if he had an update from the Lions Club on what type of recognition they prefer. He did not have an update. Anthony Stidham asked if there is writing on both sides of the monument the Lions Club purchased. Commissioner Vincent stated there is not but, it is not highly visible. Mayor Stiffey stated folks who donated to the Cemetery Improvement Fund may not approve of those funds being spent that way. Commission Stidham mentioned matching funds as an option to pay for the item to be purchased to recognize the Lions Club. Anthony Stidham mentioned a country ham raffle as a way to raise funds. It was decided that this matter would be put on hold until a report is received from the Lions Club as to what type of recognition they would like.

## **NEW BUSINESS**

**Assistant Clerk, Deb Joyner, evaluation and discussion of pay increase for 6 months + assessment/probation period**

Mayor Stiffey stated he had completed Deb Joyner's evaluation and provided copies to commissioners. He also stated Ms. Joyner had reviewed and signed the evaluation. Mayor Stiffey made the motion to increase Ms. Joyner's hourly rate from \$10 to \$11 and Commissioner Vincent seconded. Ayes all members present so the motion passed 3 – 0.

**Information/discussion of possible contract to do snow removal on city streets**

Mayor Stiffey mentioned that he and Anthony Stidham had discussed the possibility of a snow removal contract for this winter due to the large amount of snow received last winter. Sealed bids were submitted by Cooke's Lawn Service and Potts Lawn Care and Snow Removal. Mayor Stiffey stated he received a verbal bid from Mark James. Bid details are as follows:

Cooke's Lawn Service	Price per push of snow 1" – 6" \$500 (all city streets) Price per push of snow 6" – 12" \$600 (all city streets) Price per push of snow 12" and up \$700 (all city streets)
Potts Lawn Care and Snow Removal	Retainer fee of \$2,500 Snow removal will commence at rate of \$80 per hour until retainer is exhausted. Once retainer is exhausted, snow removal will commence at the rate of \$75 per hour.
Mark James	\$80 per hour

Commissioner Stidham asked about ice removal. Anthony Stidham mentioned getting snow down as low as possible so low cars can travel easily. Commissioner Vincent asked about intersections and driveways being cleared. Anthony Stidham replied that the state does not clear driveways since their objective is to get roads open. Chief Vance mentioned liability and Attorney Moore stated the contractor must provide proof of insurance with the city named as additional insured. Anthony Stidham stated in one winter during his employment with the state, 109 mailboxes were knocked down by snowplows on Porter Pike. Commissioner Vincent stated the three bidders should be contacted and asked if they would like to amend their bids. Commissioner Vincent made the motion to defer any decisions on snow removal to the December meeting. Commissioner Stidham seconded the motion. Ayes all members present so the motion passed 3 – 0.

With there being no further business to discuss the meeting was adjourned at 7:55 p.m. by Mayor Stiffey.

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

ATTEST \_\_\_\_\_  
DEB JOYNER, ASSISTANT CITY CLERK

DATE \_\_\_\_\_  
Minutes were prepared by Deb Joyner, Assistant City Clerk