

MINUTES
SMITHS GROVE CITY COMMISSION REGULAR MEETING
SMITHS GROVE MUNICIPAL BUILDING
MONDAY MARCH 25, 2013 7:00 P.M.

Members Present: Mayor Higginbotham, Commissioner Lawrence Stiffey Commissioner Varner, Commissioner Pierce, Commissioner David Stiffey

Also Present: City Attorney Wes Milliken

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

All present recited the Pledge of Allegiance

Mayor Higginbotham welcomed all of the special guests in attendance at the meeting.

READING AND APPROVAL OF MINUTES

Minutes of Regular Meeting (February 25, 2013)

Meeting minutes were approved by acclimation

Minutes of Special Meeting (March 11, 2013)

Meeting minutes were approved by acclimation

REPORTS

Treasurer Report (February)

Report was approved by acclimation

Public Works Report

Commissioner Lawrence Stiffey reported that the load of gravel that he ordered has been delivered and is over by the railroad track.

He has looked into the problem with the road beside the telephone exchange and it does not need more rock. However, it does need to be graded and he is trying to find someone with a grader to do the job.

Commissioner Lawrence Stiffey stated that he received a request for a street light on Harris Street between Kentucky and Wayne streets, behind Hardy & Son Funeral Home. There is a pole there but it isn't half way down the street. If WRECC will work with him, there is a pole on East Second Street that he would like to have remove and use on Wayne Street. East Second Street has a total of three lights and does not need that many lights. However, If WRECC is not willing to work with him on the cost he will just use the pole that is already on Wayne.

A motion was made by Commissioner Stiffey to put a street light on Wayne Street and was second by Mayor Higginbotham. Ayes all members so the motion passed 5-0.

Police, Public Safety, Health and Welfare Report

Commissioner Varner read the Activity Report for the Month of February 2013. Chief Suoy was not in attendance due to illness so there was nothing to add to his report.

Commissioner Varner stated that last week unit 702 had been taken to Greenwood Ford in Bowling Green for maintenance due to a problem with the battery going dead. While there he asked them about the problem we are having with the paint coming off of the unit. The car is a 2008 and it should not be having this problem. Clerk Brewer was contacted by Lori at Greenwood and was told that they had found out there was a recall on the paint but that the recall had expired in April of 2012. She gave Clerk Brewer a number to contact Ford and see if there was anything that could be done. Clerk Brewer spoke to Annmarie at Ford and was told me there was not a recall per say but there was a Customer Satisfaction Program (#09N02) and a claim would be filed for us. Annmarie called back two days later and said that Ford was willing to pay six hundred dollars (\$600) towards the price of getting the unit painted. She had spoken to Greenwood and they were willing to paint the unit at a discounted price of \$1,193.56. That would leave the city having to pay five hundred ninety-three dollars and fifty-six cents (\$593.56).

Mayor Higginbotham mad a motion to have unit 702 repainted and the motion was second by Commissioner David Stiffey. Ayes all members so the motion passed 5-0.

Cemetery & Public Grounds Report

Commissioner Pierce reported that the water bill for the cemetery was almost double for the month of February and he could find no reason for it to be so. He would like to get a locking water valve and install and then give keys to Clerk Brewer and Commissioner Stiffey only so we do not continue to have this Problem. Clerk Brewer was asked to have WCWD reread the meter to make sure correct as well. All members were in agreement that these things should be done.

Commissioner David Stiffey informed all present that he had replaced the flag at the cemetery.

Since the Bids for the mowing of the cemetery and the stone wall are part of the report as well as new business it was decided to go ahead and read the bids at this time.

Bids for Grade Work

Doug Magers Construction – \$2,800.00
Daniel Bledsoe - \$1,200.00
R.W. Wurst - \$2,300.00

Motion was made by Commissioner to award the job to Daniel Bledsoe to do the grade work at the stone wall. The motion was second by Mayor Higginbotham and a call for discussion. Commissioner Lawrence Stiffey asked exactly what would be done and Commissioner Pierce stated this would be to level the south side of the wall at the main or 101 entrance to the cemetery and the dirt would be moved to the back where we keep extra dirt.

With there being no more discussion roll was called: Commissioner Varner – No, Commissioner Lawrence Stiffey – No, Commissioner Pierce – Yes, Commissioner David Stiffey – Yes, Mayor Higginbotham – Yes. The motion was passed with a 3-2 vote.

Commissioner Pierce stated that he needs to get two more bids for the curtain drain on the stone wall so that would be tabled at this time.

Commissioner David Stiffey thinks we should hold off on the repair of the wall until after the grade work is done because there may be more damage. Commissioner Pierce stated that this was why he thought we should go ahead and repair so that if the wall did fall there would already be money in place to repair.

Bids to Repair Stone Wall in Cemetery

Randy Coles - \$8,350.00
Ricky Coles - \$7,300.00

Commissioner Pierce made a motion to award the job to repair the stone wall to Ricky Coles and the motion was second by Mayor Higginbotham. Roll was called, Commissioner Varner – No, Commissioner Lawrence Stiffey – No, Commissioner Pierce – Yes, Commissioner David Stiffey – Yes, Mayor Higginbotham – Yes. The motion was passed with a 3-2 vote.

Bids for Mowing the Cemetery

Mayor Higginbotham and Commissioner Pierce explained that there were three (3) parts to the bids. Part A is the cost to mow per mowing, part B is the cost for non-mowing season, and part C is the cost to maintain the areas with shrubbery and to mulch. Commissioner Pierce explained that he felt this would give the contractor more incentive to mow more often.

Tim Cline Remodeling
Part A: \$770.00/mowing
Part B: \$1,700.00 lump sum
Part C: \$800.00

Brian Gaul, Buzzard Cave Farms
Part A: \$475.00/mowing
Part B: \$50.00
Part C: \$100.00 plush cost of mulch

Doug Riddle, Riddles Lawn Care
Part A: \$450.00/mowing
Part B: \$100.00
Part C: \$120.00 plus \$175.00 for mulch and Labor (\$120.00 = \$40.00 per time)

Mayor Higginbotham made the motion to accept the bid from Doug Riddle and award the contract to him. The motion was second by Commissioner Pierce. Ayes all members so the motion passes 5-0.

Code Enforcement Report

Commissioner Stiffey reported that Mr. Massey has almost finished the cleanup and still has to do the cleaning out of the garage. Mr. Massey is going to clean the garbage out of the building and dispose of it. Commissioner Stiffey still believes that we may need topsoil but if the work at the cemetery has been done by that time and the dirt is good we will use as much of it as we can instead of purchasing. Commissioner Stiffey stated we may have to add some additional cost to the 510 Cave job to pay to get the property leveled.

COMMITTEE REPORTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

Ordinance Number 13-001 910.00

An Ordinance Repealing the Prohibition of Using Fireworks in The City of Smiths Grove, Kentucky. Mayor Higginbotham explained that since the State has changed the law on fireworks and because the City has never enforced this ordinance it is no longer needed.

Mayor Higginbotham made the motion to accept Ordinance 13-001 910.00 and the motion was second by Commissioner David Stiffey. Ayes all members so the motion passed 5-0.

Resolution 4-13

A Resolution Extending the Cable Franchise, Between The City of Smiths Grove and Time Warner d/b/a Insight Communication, for Ten Years. Mayor Higginbotham explained that this franchise agreement was started in October of 1995 and has continued ever since. The contract expired in 2010 but since we did not have a copy of it we were not aware of this fact. However, Mayor Higginbotham did receive a copy of the agreement from Carla Deaton with Time Warner in March.

Mayor Higginbotham made a motion to accept Resolution Number 4-13 and the motion was second by Commissioner Varner. Discussion was called for and Commissioner Pierce wanted to know if we had considered the cable company out of Glasgow because their fees are cheaper. Mayor Higginbotham stated that he had contacted them but they were not interested because our customer base was too small.

With there being no further discussion roll was called, Commissioner Varner – Yes, Commissioner Lawrence Stiffey – Yes, Commissioner Pierce – No, Commissioner David Stiffey – Yes, Mayor Higginbotham – Yes. The motion passed with a 4-1 vote.

Planning Dates

Mayor Higginbotham explained that we needed to start working on the FY14 Budget and asked the Commissioners to look at the calendar and come up with a date for a group meeting. It was decided that April 8th at 6:00 PM would be a good time. Mayor Higginbotham explained that each department needed to meet with him before that date to get their departmental budget ready.

Adoption of Employee Handbook covering the city of Smiths Grove Policies & Procedures

Mayor Higginbotham explained that the handbook that the city currently has is hard to understand and, it has several items in it that do not pertain to us because we only have one (1) full-time employee. Therefore, he has composed a new handbook which he gave to each commissioner, the clerk and the chief to review. The clerk and the chief have already approved.

Mayor Higginbotham made a motion to accept the new handbook and the motion was second by Commissioner Varner. Discussion was called for. Commissioner Pierce stated that he believed there should be a cap on the number of sick days and not just an ongoing accumulation. It was decided that the number of days would be capped at 120 on accrued sick days.

Mayor Higginbotham amended his motion to accept the handbook once the amendment for the 120 days was added. The amended motion was second by Commissioner Varner. Ayers all members so the motion passed 5-0.

Delinquent Taxes

Commissioner Stiffey stated that he had asked Clerk Brewer to include this in the packets for the meeting because he felt each Commissioner should be aware of.

With there being no further business to conduct, Mayor Higginbotham adjourned the meeting at 8:18 pm.

APPROVED _____
BERT E. HIGGINBOTHAM, MAYOR

ATTEST _____
DEBORAH K. BREWER, CITY CLERK

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