

**MINUTES**  
**SMITHS GROVE CITY COMMISSION REGULAR MEETING**  
**SMITHS GROVE MUNICIPAL BUILDING**  
**TUESDAY, MAY 26, 2020, 7:00PM**

Mayor Stiffey called the meeting to order at 7:00pm, via Facebook Live page *Smiths Grove, KY City of*, with Chief Franks recording the live video. The general public was not present due to the Covid-19 guidelines on groups of 10 or less.

Members Present: Mayor David Stiffey, Commissioner Maurice (Buddy) Marr, Commissioner Steve Roney, Commissioner Bob Buehl, Commissioner Walter (Bob) Smith, Police Chief Jason Franks, City Attorney Hamp Moore, City Clerk Nancy Howard

Invocation was given by Commissioner Buehl.  
All present recited the Pledge of Allegiance to the Flag

**READING AND APPROVAL OF MINUTES**

Mayor Stiffey asked the Commissioners if there were any corrections or additions to the Regular Meeting Minutes of February 24, 2020, March 23, 2020 or April 27, 2020. With no changes, the minutes were approved unanimously.

**REPORTS**

**Treasurers Report - February, March and April 2020**

A motion was made by Commissioner Marr to accept the Treasurers Report as read and was seconded by Mayor Stiffey. The Treasurers Reports were approved by 5-0 vote.

**Administration Report**

Mayor Stiffey reported that the first quarter 2020 Occupational Payroll License taxes have been received to date with approximately \$13,000 of income. Clerk Joyner sent out the cemetery donation letters, and the response has brought in \$7,600 to date. This yearly request normally brings in about \$10,000 per year.

**Public Works Report**

Commissioner Marr stated that he has spoken with Scotty's regarding the paving on Vincent Street and the contractor wants to schedule the paving of the Speedway section and the remaining Vincent Street section all at the same time to save time and equipment usage. The contractor has not provided a date for that project. Commissioner Marr stated gravel is needed on some of the alleys and that will be discussed later. There was a water leak on College Street between 4<sup>th</sup> and 5<sup>th</sup> streets which the Warren County Water District came to repair. The Mayor expressed thanks for having the WC Water District handling these types of issues. Attorney Moore asked Commissioner Marr if he was joining a scheduled ZOOM meeting for May 27, which includes Speedway reps, Scotty's, Warren Co. City/County Planning Commission rep and Attorney Moore. Commissioner Marr was not aware of the meeting but will follow up with Attorney Moore on the results.

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

Commissioner Smith stated that he and Chief Franks had met with representatives from LW Technology Solutions, Lawrenceburg, KY, who provided information on the Mobile Data Computers (MDC) equipment which will be discussed later. The total cost is \$7,791.98 and there will be

additional cost for a WIFI hot spot. Commissioner Smith is researching security camera cost estimates for potential points in City Hall and possibly the Cemetery Chapel. Commissioner Buehl commented that possibly 3 cameras on the outside of the Chapel building might give good coverage of the cemetery grounds. Commissioner Smith concluded by stating that Chief Franks submitted the February, March and April Police Reports as part of the Commission's packet for review.

### **Cemetery Report**

Commissioner Roney reported there is an old Cemetery marker that has fallen and is in need of repair. He will schedule to meet with Commission Buehl to see about repairing the marker.

### **Code Enforcement Report**

Commissioner Buehl stated that Chief Franks has created a Code Enforcement log to share with him, listing the code enforcement issues, dates, contacts and status of complaints. As far as the littering problem reported on Vincent Street and Lawson Street, Chief Franks is following up to locate the problem source. Chief Franks' Code Enforcement log is posted and available for the Mayor and Clerks usage, along with Commissioner Buehl. Commissioner Buehl has spoken with KY state highway rep, Joe Plunk regarding the feasibility of posting "No Littering" signs at the entrance and exit of Hwy 101, Hays-Smiths Grove Road and Smiths Grove- Oakland Road. Mr. Plunk has reviewed those points and given approval for 4 signs placement. Commissioner Buehl is holding off on the adopt a highway idea for now due to the current Covid19 situation.

### **Committee Reports**

Smiths Grove normally has two events each year: Smiths Grove Days Festival and Smiths Grove Christmas Parade. The Mayor stated the Smiths Grove Days Festival is cancelled this year due to the social distancing requirements and the inability to predict participation. Commissioner Marr added that it is not practical to hold the Festival since September is not that far off and there may be loss of participation due to Covid-19.

### **Old Business**

No old business.

### **New Business**

Mayor Stiffey introduced the Smiths Grove Resolution stating that BRADD representative Kim Morrow provided the information to verify the accuracy of the Smiths Grove City Road System. The Mayor read the Resolution and made a motion for the Commission to approve the Resolution as read. Commission Marr seconded the motion and the vote was 5 -0 in favor to approve the Resolution.

Mayor Stiffey introduced the 2020-2021 Budget by reading his Mayor's Budget Message and the Ordinance 2020-001 Smiths Grove Budget. The budget calls for an estimated \$270,000 in revenue, plus the annual Municipal Road Aid for a total of \$283,000 in revenue. This includes a conservative amount for Occupational License income due to only having received the 2020 1<sup>st</sup> quarter revenue to use as a budget estimate. We have not received any Net Profit income to use as an estimate and won't until April of 2021. The budget calls for estimated expenses of \$375,325, plus Municipal Road Aid amount of \$14,800 for a total of \$390,125 estimated expenses. As stated in the Mayor's message, the budget is always understated in the income and overstated in the expenses, knowing that the City never spends as much as budgeted. The current year 2019-2020 expenses are approximately \$90,000 under budget, as is the norm. Commissioner Marr made a motion to accept this first reading of the Budget Ordinance as written and Commissioner Roney seconded the motion. The first reading was approved by 5-0 vote.



Mayor Stiffey received a bid of \$4800 from American Tree Service to cut down 4-5 trees along the Cemetery east fence row and trim other trees. This work will be paid from the Cemetery Improvement Fund. The Mayor made a motion to accept the bid of \$4800 from American Tree Service and proceed with the work. Commissioner Roney stated that the bid was a good price for the amount of work and seconded the motion. The bid was approved 5-0.

Continuing with the next City expense to discuss, the Mayor stated there is a need to approve the purchase of up to 8 loads of gravel rock for the City alleys. Commissioner Marr stated that Church Alley appears to have plenty of gravel but needs graded and leveled, which may be the case for other alleys. Commissioner Marr said 8 loads of gravel should be more than enough and made a motion for the City to purchase up to that amount for alley repair. Commissioner Smith seconded the motion and it was approved 5-0.

Commissioner Smith explained the bid from LW Technology Solutions, of \$7791.98, for 2 mobile data computer units which will outfit the current Police Explorer and the future Explorer. He and Chief Franks had bids from Dell and Panasonic for the equipment, with the Panasonic being significantly cheaper. Commissioner Roney was familiar with the Panasonic equipment from his experience with Nashville Fire/EMT units. He was in favor of this durable equipment. Chief Franks gave a summary of how this equipment would benefit the Smiths Grove Police; will equipment the Police units with the ability to comply to Frankfurt requirements which are moving away from paper reporting to electronic, provides the officers with immediate information during traffic stops, improving safety for officers, allows roadside transmission of reports to all applicable offices at the moment of the event and has the ability to be upgraded as necessary. The equipment is estimated to last approximately 5 years and up to 7 years. The provider is located in Lawrenceburg, KY so is more easily accessible than out of state vendors. Our own IT partner, ISTT, Inc., has confirmed their ability to configure any future updates. Commissioner Smith made a motion to accept the bid of \$7791.98 for 2 MDC units and purchase the units. The Mayor seconded the motion and the bid was approved by a 5-0 vote.


Mayor Stiffey explained that our current representative to the Warren County City/County Planning Commission, Mr. Albert Rich, is scheduled for his term to end on June 30, 2020. The Mayor spoke with Albert Rich who stated he is ready to hand off this appointment to a new representative at the end of his term. The Mayor reached out to Mrs. Debbie Richey, Smiths Grove resident in the Meadows, to see if she had an interest in this representative position. Commission Marr also spoke to Debbie Richey and she has agreed to accept the position if appointed. Both Commission Marr and Attorney Moore are acquainted with Mrs. Richey and find her to be a good candidate for Smiths Grove. She is currently the Chairperson for the Meadows Homeowner Association. Commissioner Marr made a motion to appoint Mrs. Debbie Richey to replace Albert Rich, upon his term expiration, to the City/County Planning Commission as the City of Smiths Grove's representative. Her term would begin July 1, 2020. Commissioner Buehl seconded the motion and the Commission voted 5-0 in favor of appointing Mrs. Debbie Richey. The Mayor stated that the Commission will recognize Mr. Albert Rich's contributions in his representative role at our June 2020 meeting.

The Mayor explained that the City has a KY statute requirement to update the published Ordinances for the City, every 3 years. The American Legal Publishing firm has updated the ordinances as provided by the City Clerk and is now ready to edit and publish. The cost of this project is estimated to be between \$1600 and \$2400. The Mayor made a motion to approved spending up to \$2400 for the publishing of the Ordinances, per the bid from American Legal Publishing. Commissioner Roney seconded the motion and the Commission approved the expenditure by 5-0 vote.

At the end of the New Business, Commissioner Buehl stated he had been asked about whether Smiths Grove had an Ordinance about burning trash. Mayor Stiffey said there was no Ordinance directed specifically to that topic, but the general nuisance ordinance can apply. Chief Franks stated he had reviewed the general nuisance ordinance and it could be applied in situations where residents are burning toxic or noxious materials such as plastic, tires or household garbage that should have been disposed of by trash pickup. Commissioner Smith stated that Warren County requires all residents to employ a means of trash pickup. The Commission agreed that Chief Franks can enforce the General Nuisance Ordinance in cases where residents are burning unauthorized material or burning anything outside the general guidelines.

With there being no further business to discuss the meeting was adjourned at 8:15 p.m. by Mayor Stiffey.

APPROVED   
DAVID L. STIFFEY, MAYOR

ATTEST   
NANCY A. HOWARD, CITY CLERK

DATE 6-25-2020  
Minutes were prepared by Nancy Howard, City Clerk