

MINUTES
SMITHS GROVE CITY COMMISSION REGULAR MEETING
SMITHS GROVE MUNICIPAL BUILDING
MONDAY, MAY 22, 2023 7:00PM

Mayor Stiffey called the meeting to order at 7:02 pm

Members Present: Mayor David Stiffey, Commissioner Maurice (Buddy) Marr, Commissioner Bob Buehl, Commissioner Eric Schroader, Commissioner Jennifer Cartwright, City Attorney Hamp Moore, Police Chief Jason Franks, Assistant Chief Rick Bessette, City Clerk Nancy Howard

Invocation was given by Mayor Stiffey
All present recited the Pledge of Allegiance to the Flag

Mayor Stiffey recognized Jessie Varner, BRADD Aging Committee rep for Smiths Grove and his guest Ashley Jones from Horizon Pace

READING AND APPROVAL OF MINUTES

Mayor Stiffey asked the Commissioners if there were any corrections or additions to the Regular Meeting Minutes of April 24, 2023. With no changes, the minutes were approved unanimously.

REPORTS

Treasurers Report – December 2020

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

Committee Reports

Jessie Varner assisted Ashley Jones in setting up her Horizon Pace, a program of All-Inclusive Care for the Elderly (PACE). Brochures and business cards were left for distribution.

Administration Report

Mayor Stiffey informed the Commission that the new hire Assistant City Clerk did not work out and was no longer with the City. The clerks have sent out the annual business license renewal letters for the 2023-2024 fiscal year and are receiving renewal funds. The Buc-ee's Smiths Grove construction is underway and a Groundbreaking Event is scheduled for Monday, June 5, 2023 at 10:30 with state, Warren County and Smiths Grove officials on the agenda to speak. The event will be about 30 minutes with Mayor Stiffey as the emcee. The Mayor asked for a volunteer from the Commission to also speak and Commissioner Schroader volunteered. The agenda is being set by our Buc-ee's contact and the Mayor. The public is welcome and there is parking available at the site.

Public Works Report

Commissioner Marr stated he is still following up with cable provider/utilities to get the low hanging conduit lines repaired. There are rules about the order of lines attached to telephone poles that require coordination between providers that is slowing down the repair process. Commissioner Marr has scheduled time with Scotty's paving to review street paving opportunities and to get bids.

Police, Public Safety, Health and Welfare Report

Commissioner Schroader deferred to Chief Franks for his comments. Chief Franks mentioned that his annual 2022 report totaled approximately 3500 incidents handled by Smiths Grove Police. They continue to stay busy referring to his April report with 189 incidents handled. Recently Chief Franks was contacted by Warren County Deputy Tim Robinson who wanted to relay a compliment about Assistant Chief Bessette's handling of an incident at the IGA. Chief also relayed another letter from a traveler who had a health episode at IGA and Asst. Chief Bessette worked along side the IGA Manager to assist the traveler. Chief Franks then presented Asst. Chief Bessette with a Honorable Service plaque recognizing his display of humanity and generosity to those he encounters.

Cemetery Report

Commissioner Buehl thanked Mayor Stiffey for his care of the Cemetery in handling the repair of the Cemetery flag pole. Parts had to be ordered to the spinning equipment of the pole that allows the flag to spin rather than get wound around in the wind. The Mayor added that the City has received nearly \$10,000 in Cemetery donations after the April annual letter mailing. Clerks are using the new Smiths Grove postcard to send thank you's.

Code Enforcement Report

Commissioner Cartwright stated that yard cleanups and mowing continue to need follow up and then deferred to Chief Franks. Chief stated he is following up on yards with abandoned vehicles and a Witherspoon property with tree damage that is scheduled. He stated that the 476 Cave Street property has been cleaned up by estate family members. He has scheduled a street cleanup day for June 3, 9:00am with Youth volunteers and anyone else who would like to assist.

Old Business

Mayor Stiffey stated there was no old business.

New Business

Mayor Stiffey stated that the city's financial platform Quickbooks was scheduled to expire on May 31, 2023 causing Clerk Howard to investigate alternative financial options. Currently the city pays around \$700 a year for Quickbooks and the decision has been made to purchase the Quickbooks On-line Advanced version which will cost approximately \$2130 the first year and going forward \$3600 a year, paid monthly. Mayor Stiffey made the motion to approve the cost of the new Quickbooks and Commissioner Schroader seconded the motion with a 5-0 vote to approve the purchase.

Mayor Stiffey introduced the 2023-2023 Annual Budget Ordinance by reading his yearly Mayor's Budget Message and reading the highlights of the Ordinance 2023-001 with budget income of \$545,000 and budgeted expenses of \$883,000. This year's budget includes the cost of hiring an additional Police Officer. Commissioner Schroader made the motion to accept the proposed budget

and Commissioner Buehl seconded the motion. The vote was 5 -0 to approve the Ordinance 2023-001 Annual Budget for the City of Smiths Grove, KY, on first reading.

Mayor Stiffey stated that the Police have been issuing citations to individuals who are parking the wrong way, parking on sidewalks or parking where traffic flow is impaired or unsafe on E. 2nd Street near the Garden Patch. There was discussion regarding this on-going safety and parking problem by the Commission Board. Mayor Stiffey asked Attorney Hamp Moore about his findings on the binding elements agreement for the original approval of the business site. After more discussion the Commission Board determined that parking problems will only continue at this location and may also effect more areas in the future so that action by the city is necessary. The Board determined to set the south side of E. 2nd Street as “NO PARKING”. Chief Franks also posted the new city signs which state that parking on the sidewalk is prohibited and parking in the opposite direction of traffic is prohibited. Chief Franks stated that the new signs purchased by the City for parking problem areas near the Fox Hole and Flavor Isle have helped stop the wrong way parking and cars parking on sidewalks.

With there being no further business to discuss the meeting was adjourned at 9:00 p.m. by Mayor Stiffey.

APPROVED David L. Stiffey
DAVID L. STIFFEY, MAYOR

ATTEST Nancy Howard
NANCY HOWARD, CITY CLERK

DATE June 26, 2023
Minutes were prepared by Nancy Howard, City Clerk