

**MINUTES**  
**SMITHS GROVE CITY COMMISSION REGULAR MEETING**  
**SMITHS GROVE MUNICIPAL BUILDING**  
**MONDAY, OCTOBER 23, 2023 7:00PM**

Mayor Stiffey called the meeting to order at 6:59 pm

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

Members Absent: None

Invocation was given by Steve Roney  
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 September 25, 2023. With no changes, the minutes were approved unanimously.

**REPORTS**

**Treasurers Report – September 2023**

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

**Administration Report**

Mayor Stiffey stated that Hensley & Throneberry may possibly present the audit report at the November Commission meeting. Mayor Stiffey reminded everyone that the Christmas Parade will be held Friday, December 1 at 6:00 pm. The grand marshal for this year's parade is former Kentucky State Representative Jody Richards and he will be accompanied by his wife, Neva. Commissioner Bob Buehl reported that the Smiths Grove Methodist men will again help with the distribution of soft drinks and Commissioner Schroader reported that the Smiths Grove Methodist women will have a float in the parade. Mayor Stiffey thanked Chief Franks, Nick Harp, Commissioner Marr, and Commissioner Cartwright for their help with cleanup of a city street last week.

**Public Works Report**

Commissioner Marr reported that the planned paving has been delayed to the spring of 2024 due to the contractor being busy with a project in Barren County. Commissioner Marr stated approval is needed for sidewalk repairs (caused from wind damage earlier in the year) which are taking place now. Commissioner Marr made a motion to approve sidewalk repairs not to exceed \$4,500. Commissioner Cartwright seconded the motion and the motion passed by 5 – 0 vote. Commissioner Marr reported that some of the street lights have turned blue. He stated Mayor Stiffey has contacted WRECC and they will be changing out the bulbs. Commissioner Marr stated this is a problem with LED light bulbs.

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

Commissioner Schroader stated that Chief Franks and Assistant Chief Bessette took the Police trucks to L & W Technology last week for installation of non-breakable safety window barriers. Chief Franks reported that he had taught active shooter training over the weekend and Assistant Chief Bessette had participated. Chief Franks recognized Smiths Grove citizen Nick Harp who is on the Smiths Grove Volunteer Fire

Department. Chief Franks stated that Mr. Harp attends every training offered and volunteers for every scheduled clean up day in Smiths Grove. Chief Franks reminded everyone that hours for trick-or-treating on Halloween will be 4:30 pm – 7:30 pm and will be held on Tuesday, October 31. Commissioner Buehl reported that he and Chief Franks will be handing out candy in front of the Fire Department. Commissioner Marr reported that a lady told him if you speed in Smiths Grove you will get a ticket. Commissioner Marr stated that is a great testament to our Police officers and the work that they do. Commissioner Marr recognized Sarah Light and thanked her for making goodie bags for the children from North Warren Elementary School who came through City Hall on Community Walk Through Day.

### **Cemetery Report**

Commissioner Buehl stated there is not much to report but he is still working on some broken headstones at his home. Commissioner Cartwright reported that the Smiths Grove Womens Club will be decorating entrances to the Smiths Grove Cemetery for Veterans Day.

### **Code Enforcement Report**

Commissioner Cartwright reported that Chief Franks has been busy with code enforcement. Chief Franks reported that several abandoned houses have been reported to the Warren County Code Enforcement Board since attempts by the City to ask property owners to upgrade their properties have not been addressed. Commissioner Cartwright stated it was a good move to get Warren County Code Enforcement involved with abandoned houses. Chief Franks reported the times for controlled burns in the city limits of Smiths Grove is 6:30 pm – 6:30 am. Please contact dispatch to report a controlled burn. Attorney Hamp Moore reported that the Warren County Code Enforcement Board met earlier in the month and the owners of property at 5<sup>th</sup> & Main were in attendance and it was a productive meeting. The owners asked for 30 days to move their storage building from the alleyway in back of their property and stated they will have a survey done on their carport which is in the right-of-way. Attorney Moore reported that Mr. Smith has been contacted by James Heady about cleaning up his property at 150 N Main. Chief Franks stated that the property looks significantly better and he is hopeful that cleanup will continue.

Mayor Stiffey asked Attorney Moore if it would be possible to have the 1<sup>st</sup> reading of an ordinance addressing recreational vehicles (RVs). Attorney Moore stated yes, a vote can be taken. Attorney Moore also stated that additions or changes to the ordinance can be made before the 2<sup>nd</sup> reading. Mayor Stiffey reported that there is an issue with citizens using RVs as permanent places of residence. Mayor Stiffey stated there are exceptions for the use of RVs as short-term residences but these must be approved on a case by case basis. Mayor Stiffey read ordinance 151.01 and made a motion to approve the first reading of the ordinance. Commissioner Schroader seconded the motion and it was approved by 5 – 0 vote.

Mayor Stiffey reported that it is time to check the Christmas lights before they are hung and volunteers are appreciated.

### **NEW BUSINESS**

Mayor Stiffey read Resolution 2023-004 designating September & October as City Government Month. Mayor Stiffey stated this goes along with the Community Walk Through Day by NWES students that was held earlier this month. The motion was made by Mayor Stiffey to approve the resolution and Commission Schroader seconded the motion. The motion passed by 5 – 0 vote. Mayor Stiffey asked for a motion to approve payment of \$600 to Reynolds Sealing & Striping for re-striping of Jim Burrell Lane. Mayor Stiffey reported that this is a heavily used portion of the street between IGA and McDonald's. The motion was made by Commissioner Marr to approve the expenditure and Commissioner Buehl seconded the motion. The motion passed by 5 – 0 vote.

Mayor Stiffey stated that the contractor who currently digs graves for Smiths Grove Cemetery has stated he will be passing along a price increase to the City. For this reason, Mayor Stiffey presented an updated City of Smiths Grove Cemetery Price List for Grave Services. Commissioner Buehl made the motion to approve price increases for grave services and Commissioner Schroader seconded the motion. The motion passed by 5 – 0 vote.

Community member Kevin Utley asked if there was any chance of getting a grocery store to open in Smiths Grove. Mayor Stiffey reported that work has begun on the Dollar General Market on property on Main Street across from the Dollar General Store.

With there being no further business to discuss the meeting was adjourned at 7:58 p.m. by Mayor Stiffey.

APPROVED David L. Stiffey  
DAVID L. STIFFEY, MAYOR

ATTEST Debbie Joyner  
DEBBIE JOYNER, ASSISTANT CITY CLERK

DATE November 27, 2023  
Minutes were prepared by Debbie Joyner, Assistant City Clerk