

MINUTES
SMITHS GROVE CITY COMMISSION REGULAR MEETING
SMITHS GROVE MUNICIPAL BUILDING
MONDAY, MARCH 25, 2024 7:00pm

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

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

Members Absent: None

Invocation was given by Clerk Howard

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 26, 2024. With no changes, the minutes were approved unanimously.

REPORTS

Treasurers Report – February 2024

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

Administration Report

Mayor Stiffey explained the opportunity of application for a Homeland Security Grant per BRADD notification to members. The initial step of application is to pass a Resolution signifying the intent to apply. Mayor Stiffey read the Resolution 2024-002 authorizing the Mayor to make application for and upon approval to enter into an agreement with the Kentucky Office of Homeland Security to execute and furnish documents for the purposes of receiving funds under \$30,000 per the Grant stipulations. Commissioner Marr made the motion to approve the Resolution with Commissioner Buehl seconding. The Commission voted 5-0 to approve the Resolution.

Mayor Stiffey requested approval for payment between \$1300 - \$1700 to the American Legal Publishing for the updating of our official Ordinances as published in the Commission Board manual books. This service is done every 3 years and ALP sends Ordinance inserts for the 6 City Ordinance books. The Mayor made the motion to approve the proposed cost and Commissioner Schroader seconded the motion. The Commission approved with a 5-0 vote.

Public Works Report

Commissioner Marr stated he is waiting for Scotty's to begin paving hopefully in April. He mentioned an on-going problem of parking on 5th street causing a lane to be blocked. Mayor Stiffey stated he had just received a bid for \$450 for the striping of all paint areas on 1st street with hopes that the new striping will alleviate some of the problems. Commissioner Marr made a motion to accept the bid with Commissioner Schroader seconding. The Board voted 5-0 to approve the bid. Commissioner Buehl questioned the Board regarding the problem of the intersection at Main St and Lawson St. He asked how that intersection was not widened for truck traffic in the same manner as Speedway was required at Main and Vincent Streets.

Commissioner Marr explained that the Speedway project came through the Warren Co. City County Planning Commission due to rezoning and therefore the traffic/access functionality was addressed with Speedway. The Dollar General Market location was already zoned for business and therefore did not have to go through the CCPA process. There was no review by the Planning Commission nor KY transportation. Attorney Moore suggested pursuing the request for the intersection revision with the property owner while it is still new construction and to research who applied for the building permit. The Commission Board agreed that the intersection is too narrow for vehicles to turn out from Lawson St., stay within their lane and avoid the drainage ditch hazards.

Police, Public Safety, Health and Welfare Report

Commissioner Schroader stated he had nothing to report other than Buc-ee's new sign has been delivered but not yet installed. He reminded all about the storm watch for the evening.

Cemetery Report

Commissioner Buehl stated the Cemetery was looking good with the mowing and the work done by the Mayor and mowing contractor Brian Gaul. He checked the Chapel and found it dry which shows the roof steeple repair has been effective. He checked the camera equipment and log. The Mayor and Brian added dirt and gravel to improve the safety of a section along pavement which had a large dropoff. The Mayor stated that Reynolds Sealing & Striping would be doing sealing of all the Cemetery roads in April; a project approved last year for \$15,000. This will require closing the Cemetery to any traffic for a 2-day period for the sealant to sufficiently dry. The City will notify pertinent contacts to the closure. The Mayor also stated that the Cemetery had received a gracious donation from the Martha McGuirk Estate of \$10,000 and thanked the family for this contribution.

Code Enforcement Report

Commissioner Cartwright stated that Chief Franks Code Enforcement log has continuing issues with properties on Main and Cave Street that have been addressed and waiting on property owners to comply. She deferred to Chief Franks to relay the Community Clean-Up Day. Chief stated there would be a clean up of Main Street, 1st and 2nd street areas on May 4, 2024 beginning at 8:30am. This is one week before Smiths Grove hosts the PACE MARATHON which has a block party at Ed Spear Park on Friday, May 10th and the Marathon which is May 11th beginning at 7:00am. Attorney Moore stated that the owners of the 5th Street building encroachment issue appeared before the Code Enforcement board recently and they have brought the buildings along the alley into compliance. The next step for the owners is to provide the Code Board with a surveyor's legal assessment of boundaries in order to be heard before the Board of Adjustments. Most likely that will occur in late Spring or Summer and signage indicating the hearing will go up on the property before the hearing.

NEW BUSINESS

Mayor Stiffey stated there was no Old Business. He introduced the following requests for approval of expenditures as New Business:

- 1) \$1155.11 was paid to A & E Trucking for top soil, gravel and delivery for the material used in Cemetery road edge repair and top dressing alley behind Beeler Ave. off 6th Street with part of the gravel which was charged to Street Maintenance and Cemetery Improvement. Commissioner Marr moved to approve the cost with Commissioner Buehl seconding and the Board approved with a 5-0 vote.
- 2) Six new trees (2 redbud and 4 dogwoods) were purchased from Mammoth Cave Transplants for \$610. The trees were planted by the Mayor and Brian Gaul. Commissioner Buehl moved to approve the cost with Commission Cartwright seconding. The Board approved by 5-0 vote.

- 3) The 2016 Ford Explorer Police Lightbar needs to be replaced. Commissioner Schroeder requested approval of the bid for \$2732 from L & W Emergency Equipment be approved with Commissioner Buehl seconding. The Board voted 5-0 to approve the cost.

Mayor Stiffey reminded the Commission that each Department should be prepared to submit their Budget in April.

Mrs. Connie Law asked the question of who to contact about repair of fences and paving in Ed Spear Park. The Mayor directed her to contact Warren County Park and Recreation who oversees the park.

With there being no further business to discuss the meeting was adjourned at 7:50 pm by Mayor Stiffey.

APPROVED 
DAVID L. STIFFEY, MAYOR

ATTEST 
NANCY HOWARD, CITY CLERK

DATE 4-22-2024
Minutes were prepared by Nancy Howard, City Clerk