

MINUTES
SMITHS GROVE CITY COMMISSION REGULAR MEETING
SMITHS GROVE MUNICIPAL BUILDING
MONDAY, NOVEMBER 25, 2024, 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 Eric Schroader, City Attorney Hamp Moore, Police Chief Jason Franks, City Clerk Alice Elkins

Members Absent: Commissioner Bob Buehl

Invocation was given by Chaplain Casey Mathias

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 October 28, 2024. With no changes, the minutes were approved unanimously.

After invocation Chaplain Casey invited everyone to join Warren County Public Library for the Christmas season movies at the Capitol in Downtown Bowling Green. WCPL has leased the theater and shows movies on a regular basis for FREE and no tickets are required. This December the Capitol will be showing holiday classics like: It's a Wonderful Life, A Christmas Carol, The Muppet Christmas Carol, the Nightmare Before Christmas and Die Hard. Chaplain Casey also invited everyone to explore the Smiths Grove branch of the library as they have much to offer. He also invited all out to the Smiths Grove branch on Saturday, December 14th as Santa Bob and the Animals of the Nativity will be there.

REPORTS

Treasurers Report – October 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 4-0 vote.

Administrative Report

Mayor Stiffey mentioned that the Christmas Parade is Friday, December 6th at 6:00 pm. Mayor Stiffey also mentioned that our next Regular Meeting will be held earlier next month due to the holidays. Our next meeting will be Monday, December 9, 2024, at 5:00 pm with our potluck Christmas dinner to follow at Smiths Grove Baptist Church.

Public Works Report

Commissioner Marr reported he had contacted WRECC regarding lights out this past month and WRECC is still in the process of replacing lights with blue hues.

Police, Public Safety, Health and Welfare Report

Commissioner Schroader reported that he and Chief Franks had picked up the vehicle that has been programmed and fitted by L & W Equipment for the Police Department. With regards to the parade, he noted several items that had been taken care of in preparation for the parade. He also noted that they have picked Grand Marshals, they have elected Commissioner Buddy Marr and his wife, Pat Marr for this year. Mayor Stiffey noted that a pay increase was on the table for Sargent Bessette. Mayor Stiffey made a motion to increase Sargent Bessette's pay by \$1/hour which will take effect on the next pay date, which is

December 2nd, increasing pay to \$29/hour. The motion was seconded by Commissioner Schroader and was approved by 4-0 vote.

Cemetery Report

Mayor Stiffey reported that tree trimming, and cleanup had been done at the Cemetery. Willis Tree Services always does an impeccable job and goes above and beyond. Mowing will take a break for December. Mayor Stiffey also pressed that we need to move on the mowing bids for the cemetery and city.

Code Enforcement Report

Commissioner Cartwright deferred to Attorney Moore regarding the property at 5th & Main regarding the hearing on Thursday, November 21 for the board of adjustments for the variance requested by the property owner to make the carport in compliance with code. The property owner was denied the request. The property remains in violation. It is up to the Code Enforcement Board or Fiscal Court for the involuntary removal of the structure, there is no time limit set as of now, the board will meet again in January 2025.

Chief Franks reported that we have received complaints on the property on 4th Street due to the garbage and overgrowth in the yard. Attorney Moore commented on options that were explored regarding the cleanup of this property. Attorney Moore, Chief Franks and Mayor Stiffey will coordinate the actions that need to be taken. Chief Franks discussed Orion Alley properties needing attention, now the brush & such is not hiding debris.

Documentation has been started on Sunset Street property due to fence placement. No action has been taken yet.

Chief Franks announced a reminder for the cleanup day before the parade for this Saturday, November 30th beginning at 9am.

OLD BUSINESS

Mayor Stiffey stated the final cost for the gravel that was spread to widen Floral Ave payable to Jimmy White Trucking for gravel was \$1,957.68. A motion was made by Commissioner Marr to approve this payment and was seconded by Commissioner Cartwright. Motion was approved by 4-0 vote.

Mayor Stiffey stated the final cost for tree trimming and cleanup at the cemetery by Willis Tree Service in the amount of \$4,250.00. He noted that they did an excellent job, they also removed a couple of stumps and cleaned up debris. Mayor Stiffey made the motion to approve the invoice and Commissioner Schroader seconded the motion. The Commission voted to approve the payment by 4-0.

Mayor Stiffey announced that Hensley & Throneberry would not be presenting the audit report for 2023-2024 tonight due to illness of presenter. Mayor Stiffey stated the final cost for the Audit by Hensley & Throneberry, CPAs is \$9,750.00. The motion was made by Commissioner Marr to approve the invoice and Commissioner Schroader seconded the motion. The Commission voted to approve the payment by 4-0.

NEW BUSINESS

Mayor Stiffey stated the quote from Quality Security to upgrade cameras be tabled when Commissioner Buehl can be present in January.

Mayor Stiffey stated the final cost for the police radio and installation in the new vehicle payable to Motorola Solutions is \$4,077.38. The final programming has been scheduled for the upcoming week. Commissioner Schroeder made the motion to approve the invoice and Mayor Stiffey seconded the motion. The Commission voted to approve the payment by 4-0.

Mayor Stiffey stated the final cost for the truck package and installation for the new vehicle payable to L & W Emergency Equipment is \$15,445.49. Chief Franks did add that all installations were done up front rather than adding components a little at a time, the lights were also modified at no cost of the city due to vehicle manufacturing changes. Commissioner Schroeder made the motion to approve the invoice and Commissioner Marr seconded the motion. The Commission voted to approve the payment by 4-0.

Before the adjournment, Commissioner Marr stated that he was honored to serve as a commissioner. He has always appreciated & admired individuals that have served and worked in making the community we live in a better place. He encourages more people to get involved. He will not be continuing as a commissioner in 2025 but will support the city in any capacity that he can in the future. Commissioner Marr also commented that he appreciated Attorney Moore as he is an asset to our city.

Mayor Stiffey did mention that we will swear in the other three commissioners at the December meeting for 2025 and will start the appointment process for another commissioner in January.

With there being no further business to discuss the meeting was adjourned at 7:47 pm by Mayor Stiffey.

APPROVED 
DAVID L. STIFFEY, MAYOR

ATTEST 
ALICE ELKINS, CITY CLERK

DATE December 9, 2024
Minutes were prepared by Alice Elkins, City Clerk