

City of Crittenden

City Council Meeting

October 13th, 2020 @ 7 pm

Council for the City of Crittenden met for its regular meeting in person while abiding by COVID-19 restrictions.

Attendees:	
Mayor Camilla "Kay" Patton	Councilperson Danny Martin
Councilperson Joe Dusing	Councilperson Todd Roberts
Councilperson Jim Purcell	City Attorney Alex Edmondson
Councilperson Paula Lowery	City Clerk / Treasurer Shawn McHolland
Maintenance Supervisor James Dezarn	
Guest: Michelle Bohman	Guest: Richard W Carr
Guest: Jerry Stephenson	Guest: Debbie Steinhauser
Guest: Chief Deputy Sherriff - Todd Cummins	Guest: Fred Spanier
Guest: Benny Edmondson	Guest: Adam Lantman
Guest: Amanda Roberts	Guest: Jim Livingood
Guest: Ed McCaughlin	Guest: Lance Robinson
Guest: Shirley Dalhover	Guest: Michelle Kindoll
Absent From The Meeting For Personal Reasons:	
Councilperson Jennifer Thurman-Humphrey	

Call to Order - Mayor Patton

Pledge of Allegiance to the U.S flag – Led by Mayor Patton

Invocation – Led by Mayor Patton

Agenda Approval – October 13th, 2020: Subject to approval or deletions:

- New Business:
 - CARES Act – Paula Lowery
 - Small Business Activities Act – Paula Lowery
 - Sub-division Committee – Danny Martin

Oct 13th, 2020 Agenda Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Roberts
Roll Call	
Councilperson Danny Martin: Yes	Councilperson Dusing: Yes
Councilperson Thurman-Humphrey: absent	Councilperson Purcell: Yes
Motion carried	

Meeting Minutes – Approval: September 1st, 2020: Subject to additions & Deletions:

Sept 1st, 2020 Meeting Minutes Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Roberts
Roll Call	
Councilperson Danny Martin: Yes	Councilperson Dusing: Yes
Councilperson Thurman-Humphrey: absent	Councilperson Purcell: Yes
Motion carried	

Treasurers Report - September 2020: Delivered by City Clerk / Treasurer McHolland

- Balances of both accounts: General and Road Aid were provided.
- Total of the Certificates of Deposit was provided – unchanged from Aug '20. Maturity dates did not expire.
- Open discussion took place over the reconciled register for the General Fund. No concerns went unanswered, no issues to research.
- City credit card statement was provided with a summary sheet. McHolland explained a couple of the expenses. No issues to research.
- Updated budget was provided
- Update was given to the delinquent property taxes. Currently looking at approx. \$40k owed to the City of Crittenden from 2010-2019. The team is working on drafting letters to each property owners.

Oct 13th, 2020 Treasurers Report Approval	
Motion: Councilperson Dusing	Seconded: Councilperson Lowery
Roll Call	
Councilperson Danny Martin: Yes	Councilperson Roberts: Yes
Councilperson Thurman-Humphrey: absent	Councilperson Purcell: Yes
Motion carried	

Order of New Business:

1. Introduction of new City Engineer:

- Richard W Carr and Benjamin Mason from the engineering firm of Richard W. Carr, P.E. were introduced. Mr. Carr gave a background of his company and experience.

2. Property tax ordinance for 2020-2021.

- Ordinance 288-2020 was read to the City Council.
- With the calculation completed by NKADD, the compensation rates for 2020 are as follows:
 - RE Property: .178 upon each \$100 of assessed value.
 - Personal / Tangible Property: .186 upon each \$100 of assessed value.

Oct 13th, 2020 Ordinance 288-2020 Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Martin

Roll Call	
Councilperson Danny Roberts: Yes	Councilperson Dusing: Yes
Councilperson Thurman-Humphrey: absent	Councilperson Purcell: Yes
Motion carried	

3. Delinquent Property Tax Status / Update

- Status was delivered during the Treasurer’s report.
- Monthly reports will be given during the Treasurer’s report.

4. Text Amendment:

- Phil Dalton is requesting approval: Convert his car wash to a storage facility under highway commercial. The text amendment application was provided. Send the application to the Planning Commission per Becky Parsons. Becky asked for feedback on how the city agrees to the changes.
- The council must provide a resolution to Planning and Zoning.
- City Council will most likely agree the Planning and Zoning
- Roberts – lets move forward w/ the text amendment:
- Edmondson to write the resolution.
- Councilperson Purcell: You cannot Spot Zone and just make one property unique within a zone. If this zone is changed for one
- Council agreed to table this discussion to allow for more time to review zone in question.

5. Law Enforcement Report: Cummins

- 60+ traffic violations in September
- Increased police activity
- 3 new deputies graduate on October 29th. Start Nov 2nd
- Lowery – Drug task force: GC Sheriff does not have a team. Sheriff will give Ms. Lowery
- Martin – requested an arrest number. Sheriff will gather the information.
- 9 current + 1 injured + 3 deputies will be the total available officers in Nov ’20.

6. Fire Department Report: Burton

- Down 1 engine due to mechanical failure. Back in the week or so
- No monthly response – fighting w/ Spectrum / Cloud access.
- Two fires on Case Lane. Plus a couple of large brush fires.
- Burn ban as of October 1. Cannot burn until 6pm and must be attended. At 6am all fires must be out. This will continue until December 1st.

- Taking applications for new volunteers. 6-10 to start the new academy in January.
- We are selling Breast Cancer Awareness t-shirts this month.

7. CARES Act – Ordinance 282-2020: Lowery

- Ordinance 282-2020 was read to the City Council.
 - Open floor discussion took place.
 - Committee was formed and is ready to start the process.

Oct 13th, 2020 Ordinance 282-2020 Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Martin
Roll Call	
Councilperson Danny Dusing: Yes	Councilperson Roberts: Yes
Councilperson Thurman-Humphrey: absent	Councilperson Purcell: No
Motion carried	

8. Cares Act – Ordinance 283-2020: Lowery

- Ordinance 283-2020 was read to the City Council
 - Open floor discussion took place.
 - Committee was formed and is ready to start the process.

Oct 13th, 2020 Ordinance 283-2020 Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Martin
Roll Call	
Councilperson Danny Dusing: Yes	Councilperson Roberts: Yes
Councilperson Thurman-Humphrey: absent	Councilperson Purcell: No
Motion carried	

9. Sub-division Committee - Martin

- Community groups / Councilperson Martin to arrive at the City Building at 6:30pm on November 10th.
- Councilperson Lowery will join the meeting.
- Speed humps / tables will be discussed. In addition, any city improvements that need to be made may be brought up for discussion.

Order of Old Business:

1. Oakwood Project and Brass Eagle Inc.

- Mayor: Are we going to hire Brass Eagle?
- Mayor: \$159K is the current bid, plus the performance bond.
- Brass Eagle did add the performance bond to the proposal from the \$222k back to the \$159k original level.

- d. Roberts: Concerned w/ adding then subtracting back the change.
- e. Mayor: After the last City Council meeting, I had a meeting to discuss the increase and found the scope / quantities were increased to 100% concrete on all driveway approaches. This was a mistake made by Brass Eagle, the driveway approaches will be replaced in kind, gravel w/ gravel, concrete w/ concrete. On September 22, 2020, the newly revised bid of \$159k was available for review, but we did not have quorum so we could not conduct an official Special Meeting.
- f. Martin: Asked Debbie Steinhauer to be the contact person at Oakwood Drive. He asked her to ask the home owners about adding a culvert pipe at the homes that need it. The cost for this modification would fall on the home owner. Mrs. Steinhauer agreed to talk w/ the home owners.
- g. Mayor: Ask Rick Carr to review the driveway design created by Calibre Engineering.
- h. Lance Robinson: Oakwood Drive – drainage project. Same problem at Harvesters.
- i. Dusing: 2” step at each driveway to assist the rain flow. Mr. Dusing provided a detailed review of the design package. Through an additional extensive review, he discovered 6 additional drains located within properties along Oakwood Drive that will provide additional collection points due to the severity in the elevation changes. With this additional provision, Mr. Dusing believes the \$159k bid price is a fair price for this project.

Oct 13th, 2020 Oakwood Drive Project Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Martin
Roll Call	
Councilperson Danny Dusing: Yes	Councilperson Roberts: Yes
Councilperson Thurman-Humphrey: Absent	Councilperson Purcell: No
Motion carried	

2. Budget Concerns for 2020-2021 - Amendments

- a. Sanitation (Trash) – annual sum will be in the \$113k range, the current budget is set at \$100k.
- b. Small Business Economic Recovery Act
- c. Oakwood Drive Project – Project costs and engineering costs.

3. Second Reading of Ordinance # 287-2020: Director of Public Works

- a. Mayor: Second reading?
- b. A second reading did not take place.
- c. Martin: City Council wants a monthly report for maintenance.
- d. Mayor: We are working on the structure of this process, but it is not complete as of yet.

e. Martin: Per Personal Policy a report is due on a yearly basis. If other reports are necessary, then the request may be required. City Council is requesting a monthly report.

4. Recycle Center Project – Councilperson Roberts

- a. Roberts: The bid for \$77k.
- b. The City of Williamstown as a recycle bin on gravel. Can we move forward?
- c. Mayor: The access and maintenance of this area will an ongoing issue for the city and the residents.

5. Sign Project Status – J.D. Dezarn

- a. The signage replacement project was started.
- b. J.D. presented a spreadsheet defining the locations and types of signs installed.
- c. A review of the city – street by street is in process.

6. Day to Day Operations – Mayor Patton

- a. Roberts: Looking for status on a weekly basis. He was told it is in process.
- b. Mayor: Email was received. The email received was referring to an issue on Bingham Lane, drainage issue – Thomas property. J.D. Dezarn has made contacts.
- c. Roberts: Only promises made.

7. Bryan Marshall:

- a. Candidate forum and headshots are needed this week.

Special Meeting Called: October 15th, 2020 at 7pm.

- Ordinance 288-2020 – Property Tax Ordinance
- Ordinance 282-2020 – Small Business Recovery Grant
- Ordinance 283-2020 - CARES Act
- Oakwood Drive Project

Adjournment of meeting:

Oct 13th, 2020 Adjournment of Meeting Approval	
Motion: Councilperson Lowery	Seconded: Councilperson Roberts
Roll Call	
Councilperson Danny Dusing: Yes	Councilperson Martin: Yes
Councilperson Thurman-Humphrey: Absent	Councilperson Purcell: Yes
Motion carried	

Next City Council Meeting November 10, 2020 @ 7pm

Respectfully,

Mayor Patton