

City of Crittenden
City Council Meeting
October 26th, 2021 @ 8pm
Meeting Minutes

Call to Order - Mayor Purcell

Pledge of Allegiance to the U.S flag

Invocation

Welcome Guest

Attendees:

Attendees:	
Mayor Jim Purcell	Councilperson Jennifer Thurman-Humphrey
Councilperson Joe Dusing	Councilperson Todd Roberts
Councilperson: Michelle Bohman	City Clerk / Treasurer Shawn McHolland
Guest: Adam Lantman	
Councilperson: Bobby Tanner - Absent	

Agenda - Approval, subject to additions or deletions.

- New Business:
 - None
- Old Business:
 - None

October 26th, 2021 Agenda Approval	
Motion: Councilperson Roberts	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Roberts: Yes
Councilperson Tanner: Absent	Councilperson: Open
Motion carried	

Minutes: To be Approved

- M-10-12-21 – October 12th, 2021

Corrections / Additions:

- None

October 12th, 2021 Meeting Minutes Approval	
Motion: Councilperson Bohman	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Roberts: Yes
Councilperson Tanner: Absent	Councilperson: Open
Motion carried	

Order of New Business:

1. Street Rehabilitation Project: Eagle Creek Drive and Leehi Drive – Purcell
 - a. Council approved to move forward with the bid package once Hicks & Mann believes the market is ready.
2. City Zoning Status – Dusing
 - a. Dusing:
 - i. The team is working to proactively zone the city for growth in Highway Commercial, Industrial and Residential.
 - ii. Mr. Dusing thanked the team for their time, input and dedication to prepare the city for growth. The team members mentioned: Council Member Bohman, Council Member Roberts, Nancy Duley, Mayor Purcell, Jamie Baker and Clerk / Treasurer McHolland.
 - iii. Laying out the city current zoning
 1. Evaluating / researching all areas within the city limits.
 2. The team is confirming and correctly zoning designations.
 - iv. 2 Action Items:
 1. Action Item # 1 - Zoning Changes:
 - a. Case 25 LLC: City proposed a zoning change from Agricultural zoning to I-1 (Industrial Park).
 - i. The proposed change includes 60 acres. This proposal does not include the 5 acres that is currently Highway Commercial.
 - ii. Case 25 LLC (J.J. Miller) is very excited to make the change and working with the city per his conversation with Council Member Dusing.
 1. Mr. Miller has suggested to the include the remaining 5 acres as well. This proposal would turn the 5 acres into I-1 as well.
 2. The total change would provide approximately 65 acres of property under the designation of I-1 for future development and expansion for the City of Crittenden.
 - b. Red Hawk Ridge LLC: The City of Crittenden has proposed a zoning change to Red Hawk.
 - i. This zoning change proposal would take the 17.59 acres on Violet Road from Agricultural and Residential to Highway Commercial for future development. A letter has been sent to the property owner, Tonya Burns and city is awaiting a response.
 - c. Resident Development is tied to the comprehensive plan.

- i. The completion of the comprehensive plan is due by the end of 2021 per Grant County IDA.
 - ii. Grant County IDA is working with NKADD.
 - 2. Action Item # 2 - 208 Property / Violet Rd / S Main St Coordination & Development:
 - a. Council Member Dusing: Our plan is to create an agreement amongst the property owners within the area to work together and market the properties as a single large property and update the zoning of the entire property to Highway Commercial.
 - b. Mayor Purcell worked with the city attorney, Brandon Voelker to draft a 2-year agreement for each property owner to sign.
 - i. 2 of the properties have signed the agreement:
 - 1. Michael (Buck) and Cynthia Walters
 - 2. William F. Piles Rev. Trust
 - 3. The agreement has been provided to all of the remaining property owners. All of the owners have given verbal agreements. The Clerk is waiting for the remaining signed agreements.
 - 4. The agreement includes the 208 N Main property that is owned by the City of Crittenden.
 - 5. Per the Grant County PVA – the total area is approximately 13.73 acres.
 - ii. Zoning Changes Still Needed:
 - 1. Final zoning goal for the area – Highway Commercial.
 - 2. Majority of properties are zoned as Highway Commercial.
 - 3. Three properties were still zoned as R-1 as of last week.
 - 4. 1 Property was changed to Highway Commercial at the Planning & Zoning meeting held last night (10/25/2021).
 - 5. 2 Properties remain zoned as R-1 – both owned by Patrick Stanley. Mr. Stanley is willing to change the zoning to Highway Commercial as well.
- 3. Next Steps:
 - a. Ensure all signatures are received on the Memorandum of Agreement (MoA) for the Exclusive Marketing Agreement.
 - b. Execute the agreement.
 - c. Coordinate with Grant County IDA and NKADD to include the Comprehensive Plan.
 - d. Council Member Dusing: Real progress has been made, but we need to continue pushing forward.
- b. Council Member Roberts: How will development include Water / Sanitary?
 - 1. Purcell:
 - a. The City met with Grant County Sanitary and Sewer as well as Bullock Pen leadership.
 - b. Bullock Pen Water District is comfortable with the development and expansion plans. Additional water supply can be purchased.

- c. Grant Sanitary and Sewer is at a 80% of capacity which is an issue.
- d. The team at GC Sanitary has a plan for expansion to increase the capacity.
- e. Mayor Purcell will continue to coordinate with the team at GC Sanitary & Sewer as well as Bullock Pen Water District.

Order of Old Business:

1. Downtown Lighting Project Status – Purcell
 - a. The City of Crittenden and Duke Energy held a video conference meeting last week to discuss the lighting layout for street lights.
 - i. The original count from Duke Energy was 49 total lights.
 - ii. Through Duke’s research it is now at 43 total street lights.
 - iii. Action items:
 1. Duke will send an intern out to the city and mark each light pole.
 2. Once complete the city will review the locations for the agreement.
 3. Duke asked if Crittenden Mt. Zion Rd is a state road or a city road.
 - a. The Clerk called the county road department for clarification.
 - i. No response was received – 2 voice messages were left.
 - b. Council Member Humphrey asked the Magistrate for clarification.
 - c. Magistrate Humphrey stated Crittenden Mt. Zion Road is a state road.
 - d. Clerk McHolland will report back Duke Energy tomorrow (10/27/2021).
 4. Duke Energy will file a request to KYTC for the light poles on state roads.
 5. Duke Energy will also provide a report suggesting locations that need a new light installed to ensure our lighting requirements fulfill state requirements.
2. General Items – Purcell:
 - a. Decorative street signs Status – Purcell
 - i. Complete – 8 locations on S Main Street:
 1. Naming issues:
 - a. Pinhook Place or Pinhook Drive or Pin Hook Place is in question.
 - i. The majority of residents (10-2) of Pinhook Place have asked for the street name to be clarified / fixed to read; Pinhook Place. The new sign will read “Pinhook Pl”.
 - ii. Council is good to create the Ordinance to correct / finalize the naming. A discrepancy between the original plat, PVA and the Crittenden Zoning Book will be resolved.
 - iii. A new sign will be ordered.
 - b. Vincent Blvd / Drive / Street?
 - i. The vendor made a mistake – Vincent Street is incorrect.
 - ii. Council stated, go with Vincent Blvd
 - iii. Mayor Purcell will research if the Ordinance to correct Pinhook should also include fixing Vincent. If yes, then Ordinance will correct both.
 - iv. A new sign will be ordered.
 - ii. Next Stage?
 1. Mayor Purcell asked Council if we can update Violet Road?

2. Council Member Humphrey: I would like to finish N Main Street to the county line.
 3. Council and Mayor Purcell agreed!
 - a. Stage 2 will include N Main Street and Violet Road
 4. How do we handle Autumn Way?
 - a. Council agreed, we must do both ends of Autumn Way!
 5. Mayor Purcell and Clerk / Treasurer McHolland will proceed with a plan and costs.
- b. Post Office Basement Status – Purcell
 - i. Both estimates are ready per Leo Saylor per Mayor Purcell. Leo will provide them this week.
 - c. LED Bulb Change Out Status – McHolland
 - i. City Bldg is complete!
 - ii. Firehouse materials are on back order.
 - iii. McHolland to follow up w/ Duke Energy on timing.
 - d. Christmas Decorations Status – Roberts
 - i. Council Member Roberts: At this point, with delivery delays and no guarantees from vendors we will stick with our lighting layout from last year.
 - ii. Roberts to work w/ Fire Dept on hanging lights.
 - iii. Council Member Humphrey to provide Roberts a contact in Frankfort to see if they can be of any help this year.
 - e. Audit – No update from the CPA firm.
 - f. Personnel Policy (KLC):
 - i. KLC is running behind schedule – estimated start date was the end of October, 2021.
 - ii. Our contact did state, the City of Crittenden is number 3 on the list to be completed.
3. Executive Session pursuant to KRS 810.1C – Purcell

Motion To Move To Executive Session	
Motion: Councilperson Roberts	Seconded: Councilperson Bohman
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Absent
Councilperson Roberts: Yes	Councilperson: Open

Motion To Move Back To The General Meeting	
Motion: Councilperson Roberts	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Absent
Councilperson Roberts: Yes	Councilperson: Open

Adjournment of meeting

Motion To Adjournment

Motion: Councilperson Roberts	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Absent
Councilperson Roberts: Yes	Councilperson: Open

Next City Council Meeting November 9th, 2021 @ 7pm

Respectfully,

Mayor Purcell

Minutes created and distributed for approval by City Clerk / Treasurer: Shawn McHolland