

City of Crittenden
City Council Meeting
November 9th, 2021 @ 7pm
Meeting Minutes

Call to Order - Mayor Purcell

Pledge of Allegiance to the U.S flag

Invocation

Welcome Guest

Attendees:	
Mayor Jim Purcell	Councilperson Joe Dusing
Councilperson: Bobby Tanner	Councilperson Todd Roberts
Councilperson: Michelle Bohman	Councilperson Jennifer Thurman-Humphrey
City Clerk / Treasurer Shawn McHolland	Guest: Fire Chief Lee Burton
Guest: Sheriff Brian Maines	Guest: J Stephenson
Guest: Elisha Stecht	Guest: Michelle Tanner
Guest: Adam Lantman	

Agenda - Approval, subject to additions or deletions.

- New Business:
 - Public Concern / Theft – Bohman
 - Nomination for City Council - Purcell
- Old Business:
 - Zoning Update - Dusing
 - FY19-20 Audit Status – McHolland
 - Christmas Decorations / Other - Roberts

November 9th, 2021 Agenda Approval	
Motion: Councilperson Humphrey	Seconded: Councilperson Bohman
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Roberts: Yes	Councilperson: Open
Motion carried	

Minutes: To be Approved

- M-10-26-21 – October 26th, 2021

Corrections / Additions:

- None

Meeting Minutes 10/26/21 Approval	
Motion: Councilperson Dusing	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Roberts: Yes	Councilperson: Open
Motion carried	

Treasurers Report - October 2021 to be approved.

Discussion:

- FY21-22: Budget Amendment / Update will come in January 2022
- FY19-20 Audit Status:
 - Draft audit has been received from Bramel & Ackley.
 - The audit has been shared with Council Members.
- FY20-21 Audit Status:
 - The audit will begin in late November / early December 2021.
 - Coordination with Bottomline Services has been started.
 - Clerk / Treasurer will focus on Tax Collection in November then begin the audit process.

October 2021 Treasurer’s Report Approval	
Motion: Councilperson Humphrey	Seconded: Councilperson Roberts
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Roberts: Yes	Councilperson: Open
Motion carried	

Order of New Business:

1. Law Enforcement Report
 - a. Report was provided by the Sheriff via email. Council received the report via email and a hard copy in the packet.
 - b. Dusing: How is staffing?
 - i. Sheriff Maines:
 1. One deputy was deployed for military service – Jacob Perkins
 2. One new deputy will graduate in December, 2021.
 3. January, 2022 will have a shift change to better support the public.
 4. 2 officers were promoted to Supervisor level.
 5. 3 new cruisers have been added to the department. Older vehicles were turned over.
 - c. Bohman: Public Concern / Theft
 - i. Male seen on cameras checking out cars / homes on video. Male in a red hoodie and a separate occasion was a male in a black hoodie.

- ii. Maines: We are aware of the individual and the staff has been updated.
 - 1. Reminder – locked your doors – cars / homes.
- iii. Bohman: 1st reported 5 to 6 days ago. in Maple Ridge & Harvesters subdivisions.
 - 1. Please call 911 right away.
- 2. Fire Department Report
 - a. Report was provided prior to the meeting tonight. All members received a copy before the meeting.
 - b. Chief Burton:
 - i. The team is busy, but nothing out of the ordinary for this time of year.
 - ii. Tools / ladder certification is in process.
 - iii. No burn warning: Grant County follows a different schedule than Boone, Kenton & Campbell
 - 1. From today until December 15 – You cannot burn before 6pm.
 - 2. 150’ distance from a building or tree.
 - 3. Water must be ready for any issue.
 - 4. You must watch the burn / cannot walk away.
- 3. Ordinance No. 301-2021 - Street Name Correction – Pinhook Place
 - a. 1st Reading was conducted by Mayor Purcell.
- 4. Code Enforcement: Text.Gov – iWorQ – McHolland
 - a. Presentation materials and cost proposal was provided to City Council Members for review.
 - b. Good software solution that will allow the city residents to help police our city. The software will assist the Code Enforcement Office efficiently cover the city.
 - c. Implementation will take 4-8 weeks per iWorQ.
- 5. Nomination for City Council:
 - a. Mayor Purcell nominated Bobby Newman to fill the open seat on City Council.
 - b. Motion: Dusing
 - c. Discussion:
 - i. Dusing: Mr. Newman has a lot of experience as a former Magistrate.
 - ii. Purcell: Worked as the Game Warden for a number of years.
 - d. Vote:

Motion To Appoint Bobby Newman To City Council	
Motion: Councilperson Dusing	Seconded: Councilperson Tanner
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Roberts: Yes	Councilperson: Open
Motion carried	

Order of Old Business:

- 1. Road Resurfacing Project Status: Harlan / Russell / Harvesters Speed Humps – Purcell
 - a. Latest Update: Mayor Purcell was told by Hicks & Mann the project would start by 11/15.
 - b. Once Logan Murphy from Hicks & Mann is notified by Eaton Asphalt, Logan will contact the city.
- 2. Crittenden Ambulance District Status – Burton
 - a. No report.

3. Downtown Lighting Project Status – Bohman
 - a. McHolland: Duke Energy met w/ the City via a Google Meet.
 - i. Duke Energy is working on the final list of streets for Non-State Routes vs State Routes.
 - ii. Once the list is complete, Duke Energy will provide a spreadsheet showing each designation. Plus, the estimates will be revised and sent to the city.
4. General Items – Purcell:
 - a. Board of Adjustments Meeting – Date Set – Purcell
 - i. Meeting set for 11/23 @ 7pm at the city bldg.
 1. Mr. Dalton has made the request for his property adjustment.
 - ii. Humphrey: The property owner wants to reduce the number of parking spacings per the zoning requirements. Is he wanting to increase the size of the apartments?
 1. Purcell: The city is unclear on the design of the building.
 2. Purcell: Anyone may join the meeting and ask questions.
 - b. Decorative street signs Status – Purcell
 - i. Contractor is coordinating / scheduling his work with the city.
 - ii. McHolland called 811 Dig for all 20 locations.
 - iii. McHolland has requested a written estimate for the work from Eric Walters Services. Verbal was given, cost per location will match the first project.
 - iv. McHolland has ordered J-bolts and bases for all 20 locations.
 - c. Post Office Basement Status – Purcell
 - i. Basement estimate will be revised to include a partial wall for the kitchen.
 1. Council gave approval to proceed.
 2. Epoxy Floor or No Epoxy Floor?
 - a. Go without the Epoxy Floor at this point.
 - d. Seated decorative wall installation:
 - i. Roberts: Will Saylor provide the drawing?
 1. Purcell: Yes he will provide a drawing for the location.
 - e. LED Bulb Change Out Status – McHolland
 - i. City Bldg: Complete
 - ii. Firehouse – 6 Exterior Light change out: 12/13/2021 per Duke Energy.
 - f. Christmas Decorations Status – Roberts
 - i. Roberts:
 1. Scratch the large tree idea.
 2. Decorative wreathes for downtown: 50 to 60 in total.
 3. Plain wreath: \$103 per \$5k to \$6k
 4. Storage for the wreaths is an issue.
 - ii. Dusing:
 1. Just stick w/ decorating the City Bldg.
 - iii. Burton: Big Lots – LED Lights are on sale!
 - iv. Bohman: Have the wreathes gone up?
 1. Roberts: The pricing is very comparable to last year!
 - v. Tanner: Christmas Parade?
 1. Roberts: 12/4 – Roberts / Burton – City Parade.
 2. Roberts: All side streets have been cut out to save on traffic issues.
 - vi. Tanner – Crittenden Baptist Community Center would like to join the city in the parade.

- vii. Burton – The park is providing the amphitheater for Santa / photos / church choirs.
 - 1. I think the park provides enough space for parking.
- viii. Roberts: Last year we had 22-24 vehicles last year. Already received 15 calls this year.
- ix. Tanner: We have 6400 sf interior space for the people.
- x. Burton: Is concerned about the parking vehicles.
- xi. Burton to work w/ the church on coordination.
 - 1. The church would do a lighted Christmas Tree for everyone.
 - 2. The interior would be set up for the families to include Santa for the kids.
 - 3. The team will coordinate the event.
- xii. Mayor Purcell / Humphrey: If Todd & Lee are good to go, the Council and the City Office is behind them.
- xiii. Bohman: Banner idea will be shared w/ Lee & Todd.
- g. Zoning Update – Dusing:
 - i. 3 Main Topics:
 - 1. Case Lane LLC – letters sent out
 - a. JJ Miller is excited and ready to sign up
 - 2. Redhawk Ridge LLC – Tonya Burns:
 - a. Art Harden (Engineer for Tonya Burns) called Joe Dusing
 - b. Dusing told Mr. Harden, the only option is Highway Commercial
 - c. Redhawk is hoping to still build the apartments.
 - 3. Joint Marketing Agreement – In Process:
 - a. Not all signatures have been received, each party is researching the issue.
 - ii. The next steps will be discussed with the committee.
- h. Harvesters: Virginia Beach talked w/ Jennifer Humphrey about the landscaping updates.
- i. Harvesters: Mrs. Beach & the residents are having issues w/ the 4 way stop.
 - i. Mayor Purcell: Received concerns from the residents.
 - ii. Humphrey: the residents want to remove the 2 new stop signs (4 way), but they want the speed humps.
- j. Bohman: I believe the 3-way stop is better solution – the remove the uphill stop (heading south bound).
- k. Maines: I think the speed humps are at a great solution. I do not believe the stop signs will slow down the common offenders.
- l. Mayor Purcell: Council has 3 options:
 - i. Repeal the Ordinance?
 - ii. Leave the stop signs in?
 - iii. Remove the stop signs?
 - 1. Motion: Roberts: Remove the 2 new signs
 - 2. Discussion:
 - a. Purcell: If the signs removed, we will have to repeal the Ordinance.

Motion To Remove The Two New Stop Signs In Harvesters Subdivision	
Motion: Councilperson Roberts	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Roberts: Yes	Councilperson: Open

Motion carried

m. Council Meeting: November 23rd, 2021:

i. City Council cancelled the meeting. No need to meet during Thanksgiving week.

Adjournment of meeting

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

Next City Council Meeting December 14th, 2021 @ 7pm

Respectfully,

Mayor Purcell

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