

City of Crittenden
City Council Meeting
March 22nd, 2022 @ 8pm
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: Bobby Newman
Councilperson: Michelle Bohman	Councilperson Jennifer Thurman-Humphrey
Councilperson Greg Livingood	City Clerk / Treasurer Shawn McHolland
Guest: Jerry Stevenson	Guest: Adam Lantman
Guest: Michelle Tanner	Guest: Barry Mullins
Guest: Chief Lee Burton	Guest: Sheriff Brian Maines

Agenda - Approval, subject to additions or deletions.

Additions:

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

March 22nd, 2022 Agenda Approval	
Motion: Councilperson Livingood	Seconded: Councilperson Tanner
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

Minutes: To be Approved

- M-3-8-22 – March 8th, 2022

Corrections / Additions:

- None

Meeting Minutes 3/8/22 Approval	
Motion: Councilperson Humphrey	Seconded: Councilperson Bohman
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

Order of New Business:

1. Crittenden Ambulance District – Board of Director Appointment
 - a. Purcell: KRS 108.110 – City Council will confirm the recommendation
 - b. Burton: Mr. Morrisey is recommended to retain the position for the 1 year term.
 - i. Burton: Contract between Crittenden Ambulance District and the City of Dry Ridge was handed out to City Council. Mr. Dusing requested a copy during the last Council meeting on 3/8/22.
 - ii. Burton: Year 2 and Year 3 of the current contract with the City of Dry Ridge states the pricing for the Ambulance Services will not change: \$174,927.12 per year.
 - iii. Burton: 3% increase was stated, but it is not in the contract and was an incorrect statement. The cost is fixed at \$174,927.12 for year 2 and 3.
 - iv. Burton: Last month the City of Crittenden had 99 calls in total for Ambulance services.
 - v. Livingood: Does the current contract run through June, 30th of 2024?
 1. Burton: Yes, that is correct.
 - vi. Livingood referenced section 8.0 – Indemnification. Does this protect still pertain to the Crittenden Ambulance District?
 1. Burton: Yes, that is correct.
 - c. Burton: The budget was set and the tax revenue will cover the expenses.
 - d. Newman: Does this contract run fiscal year or calendar year?
 - i. Burton: Fiscal year: July 1st – June 30th.
 - e. McHolland: Does the Crittenden Ambulance District plan to use w/ the City of Crittenden Clerk on collection for next FY22-23?
 - i. Burton: Yes, you have done an outstanding job.
 - f. City Council:

Motion to Approve Mr. Morrisey To Board of Directors for the Crittenden Ambulance Distr.	
Motion: Councilperson Bohman	Seconded: Councilperson Newman
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

Order of Old Business:

1. Ordinance No. 302-2022 – Meeting Time Change – 2nd Reading
 - a. Purcell: Performed the 2nd Reading of this Ordinance.

Motion to Approve Ordinance No. 302-2022 – Meeting Time Change	
Motion: Councilperson Livingood	Seconded: Councilperson Tanner
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

2. American Rescue Plan Act (ARPA) Distribution

a. \$411k – must ear mark / plan & report to US Treasury by 7/1/22.

i. Purcell: Sidewalk replacement through S Main & N Main Street – Both east & west sides.

ii. Motion: Livingood

iii. Second: Humphrey

iv. Discussion:

1. Dusing: I sent an email to City Council with questions & concerns.

a. Scope considerations that I raised are now included or will be included.

b. I am satisfied with the responses that I received.

2. Livingood:

a. Does Hicks & Mann have a project description.

b. Dusing:

i. Curbs & Gutters are not part of the scope except some repairs.

ii. The corner of Violet / N main is not part of this scope.

iii. Sidewalks in front of key businesses will not include business frontages.

iv. Driveway aprons are not in the scope.

v. Strength of concrete is unknown / details.

1. Jacob Bohman (Hicks & Mann): I will have to consult with Logan Murphy on the specs.

c. Purcell: The project scope does include the front of Ferrell Drive

3. Livingood: I was curious to see the correlation to the N Main / Violet.

a. Are we removing the grass strip?

b. Jacob Bohman: Yes, 7' wide sidewalk to the curb.

4. Newman: Any utility issues?

a. Bohman: Yes, in some areas, but it is a minimal impact.

5. Newman: Mailbox reinstallation?

a. Yes, they will be formed individually.

6. Michelle Bohman: What is the total area?

a. Purcell: Violet Road and south ending just south of Pinhook Pl.

7. Purcell: Future goal, I would like to see mailbox type / style matching on Main Street.

v. Bohman / Humphrey: We would like to include the Duke Energy LED Lighting Project

1. Street: ~ \$23k

2. Side Street / Decorative: ~ \$67k

3. Significant energy savings. Project ROI is within 4 years.

- 4. Maintenance Plan is also a great reduction in cost since the LED equipment has a much greater life expectancy.
- vi. Dusing: I would like the City of Crittenden to look at painting the bridge over I75 on Violet Road. I will provide some examples that I have seen.
- vii. Humphrey: I would like to see the City of Crittenden add business signage for our local businesses throughout the city. We like to help advertise our local businesses.

Motion to Approve ARPA Funds To Main Street Sidewalk Project	
Motion: Councilperson Livingood	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: No	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

- viii. Livingood: Please ask the City Engineer (Hicks & Mann) for bid separation
 - 1. Alternate Pricing: Remove N Main St / Violet corner to see pricing savings.

Motion to Approve ARPA Funds To Fund Duke Energy LED Project – Street & Decorative	
Motion: Councilperson Humphrey	Seconded: Councilperson Bohman
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

- ix. Balance allocation: \$51k
 - 1. Push to complete Primary Street Lighting and start Decorative Lighting.
 - 2. Bohman / Purcell / McHolland: Will set up a meeting with Duke Energy to breakdown both projects:
 - a. Primary Street Lighting
 - b. Decorative (Side) Street Lighting.
- 3. Decorative Wall Design / Cost Review
 - a. Proposal outside the city building – budgeted under the Downtown Development Fund:
 - b. Purcell: Do you want to review or vote tonight?

Motion to Approve Decorative Seated Wall – FY21-22 Budget	
Motion: Councilperson Bohman	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

- 4. 101 S Main St (Post Office) – Basement Renovation Design / Cost Review
 - a. Purcell: Review and vote tonight?
 - i. Dusing: Current design needs?

1. Purcell: Current intent is to update the location for the Grant County Sheriff's department.
- ii. Newman: Are the Senior Citizens using the location?
 1. Purcell: No
- iii. Livingood: Just want to ensure we have the budget for this project.
 1. McHolland: FY21-22 budget for the Post Office does not have this amount, but we can amend the budget to cover the costs from another under used cost center.
- iv. Newman: The City of Crittenden did have a sub-station in the City of Crittenden for the Sheriff's dept. The situation was not utilized well in my opinion.
 1. Maines: In my opinion, I believe this would be a good benefit to our deputies.
 2. Discussion:
 - a. Dusing: Will this include wifi?
 - b. McHolland: Not in current scope, but we will contact Cincinnati Bell to add Wifi in the location under our current plan.

Motion to Approve Renovation of the 101 S Main Property / Basement – FY21-22 Budget	
Motion: Councilperson Bohman	Seconded: Councilperson Newman
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Tanner: Yes
Councilperson Newman: Yes	Councilperson Livingood: Yes
Motion carried	

5. Proposed FY22-23 Budget Review

- a. Livingood: Amended the Motion to table the budget review until the next meeting – 4/12/22.
Open the existing budget
- b. Second: Newman
 - i. Discussion:
 1. Humphrey:
 - a. Breakdown the appropriations for administrative costs: Detailed breakdown to be provided to the Council.
 - b. Increase salaries for Council Members & Mayor:
 - i. Council: Go from \$100 to \$200 per month per Council Member
 - ii. Mayor: From \$8k to \$12k per year.
 - c. Council Training: Increase training budget for new council members.
 - d. I would like to see a Veteran's Memorial added.
 - e. Move the full-time position for maintenance to a part time position since we outsource some work.
 - f. Additional office help is needed to keep up with the new website.
 2. Livingood: Increase for the Council & Mayor has been added.
 3. Newman: The administrative breakdown is not shown.
 4. Bohman:
 - a. Oakwood Drive Project: Can we spend monies from FY21-22 as well as spend monies from FY22-23?

- i. Purcell: Yes, If monies are left over.
 - b. Bohman: Can we use some of the ARPA funds for the Oakwood Drive Project?
 - i. Purcell: yes
- ii. Street Improvements budget line item: McHolland provided a list in the meeting.
- iii. Projects budget line item: McHolland provided a list in the meeting.
- iv. Police – Livingood:
 - 1. Is this for the Sherriff’s Dept?
 - 2. Purcell:
 - a. Yes, the Inter Local Agreement is set from an agreement made in 1999.
 - 3. Livingood:
 - a. Does this money go directly to the Sheriff’s Dept?
 - i. Maines:
 - 1. The money does cover the total costs for about 3 deputies.
 - 2. The money does go directly to the Grant County Fiscal Court Budget under Acct # 01-4544. This money is not earmarked for the Grant County Sheriff’s Dept.
 - ii. Maines: Budget Revenue for the Sheriff’s Dept:
 - 1. Approximately \$1 million per year is earned through tax collection.
 - 2. The entire remaining budget is coming from the general budget.
 - iii. Livingood: I pay City and County taxes.....why is the City of Crittenden covering the county?
 - iv. Maines:
 - 1. I highly recommend that the City Council sit down with the 3 Magistrates and the Fiscal Court. Then dig into the numbers.
 - 2. The \$292k was just a number created by past City Councils.
 - b. Livingood: Duplication is happening for Crittenden, but not for Dry Ridge and Williamstown.
 - c. Maines: when 911 calls come – we have to respond asap.
 - d. Livingood: What would happen if it went to \$0?
 - e. Newman:
 - i. I do compliment Sheriff Maines on the amount of deputies that I do see in Crittenden.
 - ii. Newman: The law enforcement in the city needs to be seen and seen by everyone.
 - iii. Newman: I am disappointed to not see Judge Executive Dills here at this meeting. I invited him personally.
 - iv. Newman: I believe the incoming revenue is strong at this point in Grant County.
 - v. Newman: I do not believe we should pull out of this contract until we see what the Fiscal Court is committed to the Sheriff’s dept.

- f. Livingood:
 - i. The Sheriffs dept is short manpower. I want to see the officers in Crittenden driving the streets, just not sitting in a parking lot.
 - ii. Maines:
 - 1. I cannot speak for removing the \$292k, but I do believe the Fiscal Court is for the Sheriff's dept and helping our community.
 - g. Newman: We depend on our public servants and we cannot follow the defund the police narrative. We need to support law enforcement.
 - h. Humphrey: Can we do a Resolution and/or letter to the Fiscal pressing for our police protection?
 - i. Newman: They are reviewing budget for Fiscal Court now as we are doing.
 - i. Purcell: The Southern Police Institute: Study done for Grant County Fiscal Court – 56 to 62 Sheriff deputies are necessary to effectively cover the county.
 - j. Newman: Crittenden is growing and we probably could not start a City Policy Dept. due to the costs.
 - k. Livingood: To see the numbers drop, I am not seeing the money from the City of Crittenden going directly to the Sheriff's dept.
4. Next Step:
- a. Humphrey: I believe we should send a Resolution to the Fiscal Court to show our concerns if we remove the monies from Grant County to fully fund the Grant County Sherriff's office.
 - b. Purcell: I will write the Resolution, but do you want to request the Fiscal Court to staff the Sheriff's Dept up to the amount of 62 deputies? Or do you want us to address the basic need to cover the entire county?
 - c. Livingood: I believe we need hold the Fiscal Court accountable to furnish the Sheriff's Dept appropriately.
 - d. Dusing:
 - i. Next Fiscal Court: First Tuesday of April – 4/5/22 – 6:30 start.
 - ii. Next City of Crittenden Council Meeting: 4/12/22.
 - e. Livingood: We should start the 90 day warning.
 - f. Humphrey agrees that we should give them the notice.
 - i. Purcell: 90 days notice would start on about April 1st, 2022 to end by the start of the next fiscal year of July 1st, 2022.
 - 1. Bobby Newman will deliver the Resolution to Fiscal Court on 4/5/22.

Adjournment of meeting

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

Councilperson Newman: Yes	Councilperson Livingood: Yes
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Next City Council Meeting April 12th, 2022 @ 7pm

Respectfully, Mayor Purcell

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