

City of Crittenden
City Council Meeting
May 11th, 2021 @ 7pm
Meeting Minutes

Meeting Was Held By Zoom

Zoom Meeting ID # 407 299 3148 / Passcode: 154143

Call to Order - Mayor Purcell

Pledge of Allegiance to the U.S flag

Invocation

Welcome Guest

Attendees:	
Mayor Jim Purcell	Councilperson Danny Martin
Councilperson Joe Dusing	Councilperson Todd Roberts
Councilperson: Michelle Bohman	Councilperson Jennifer Thurman-Humphrey
Councilperson: Bobby Tanner	City Clerk / Treasurer Shawn McHolland
Guest: Adam Lantman	Guest: Fire Chief Lee Burton
Guest: Sheriff Brian Maines	Guest: Amanda Roberts
Guest: Roger Humphrey	City Attorney: Brandon Voelker
Guest: Becky Purcell	Guest: Brian Marshall

Agenda - Approval, subject to additions or deletions.

- New Business:
 - Post Office – Dusing
 - Crittenden EMS District - Burton
- Old Business:
 - None

May 11th, 2021 Agenda Approval	
Motion: Councilperson Martin	Seconded: Councilperson Tanner
Roll Call	
Councilperson Bohman: Yes	Councilperson Thurman: Yes
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Tanner: Yes
Motion carried	

Minutes: To be Approved

- M-4-27-21 – April 27th, 2021

Corrections / Additions:

- ?

Meeting Minutes 4/27/21 Approval	
Motion: Councilperson Roberts	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Tanner: Yes
Motion carried	

Treasurers Report - April 2021 to be approved.

Discussion:

- McHolland:
 - April 2021 Treasurers Report does not include the Amendments – 2nd Reading will take place later in this meeting.
 - All documents are included in each Council packet – distributed on Friday, May 7th, 2021.
 - Delinquent Property Taxes Update:
 - 2020 Tax Bills: 95.14% collected. 53 total tax bills remain outstanding. 1038/1091 are collected.
 - Total delinquent tax collections: \$14,145.64 collected from Aug '20 – April '21.
- Discussion / Questions:
 - Dusing: Will the new COVID-19 money be covered by the FY20-21 or the FY21-22 budget?
 - McHolland: I have had discussions w/ Judge Executive Dills and he provided some great information / direction on the process. The process has been changing over the past few weeks. Also, I received great input from Jennifer and Roger Humphrey on the process. If the money is received in FY20-21 then we need to discuss allocation / timing. Most likely in FY21-22 spending.

April 2021 Treasurer's Report Approval	
Motion: Councilperson Dusing	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Tanner: Yes
Motion carried	

Order of New Business:

1. Law Enforcement Report
 - a. Report provided and distributed to Council within each packet.
 - b. 231 Calls
 - c. Traffic uptick / overtime is now offered – more visibility over the next couple of months.

2. Fire Department Report
 - a. Report was not provided to City Clerk.
 - b. 60 responses for the month of April.
 - c. 3 DOAs and 11 cardiac events.
3. Executive Session pursuant to KRS 810.1C – Purcell
 - a. Motion to go into Executive Session: Roberts
 - b. Second: Dusing
 - c. All yes's
 - d. Motion to go back into General Session:
 - e. Tanner
 - f. Roberts
 - g. All yes's
4. Downtown Development Committee Status – Humphrey
 - a. Status Update:
 - i. Humphrey: Summary was provided by Council Member Humphrey on 5/10/21.
 - ii. Humphrey: Pages 1-2 include the list of those applicants being recommended for award at the May 11 meeting. All these applications met the requirements set forth in the Crittenden City Resolution approved 1/12/21.
 - iii. Humphrey: The Applications that were determined eligible for award equal \$30,054.00. For this reason, the committee is requesting the budget be increased by \$54.00 to fund the award recommendations.
 - iv. Humphrey: Additionally, pages 3-4 are those applications not recommended for award at this time. Unfortunately, the committee determined that these applications did not provide information required in the grant proposal, including but not limited to one or more of the following:
 1. A clearly defined budget that includes an estimate of cost of work and materials. (including contractors estimate of work or estimate of materials for work being completed by owner).
 2. "Before" pictures or drawings to indicate the proposed work area and a clear explanation of the planned improvements.
 - v. Humphrey: The committee recommends the award winners be notified of approval as soon as possible so they can commence work on their projects. Additionally, they should be reminded to review the Resolution to ensure they meet the requirements for reimbursement (letter provided).
 - vi. Humphrey: The committee recommends the denied applicants be notified of the reasons noted above and be invited to resubmit their applicants in the next grant offering (letter provided).
 - b. Discussion:
 - i. Roberts: Business must have a business license.
 - ii. Tanners: All work must be done and completed before reimbursement – the city will confirm the work is complete?
 1. Humphrey: Yes – all vendors must follow the resolution.
 - iii. All Yes's
5. Ordinance No. 296-2021 – Budget Amendments for FY20-21: 2nd Reading
 - a. Discussion:

- i. McHolland / Humphrey: Add \$54 to the budget for the Downtown Development Committee Budget.
- ii. No further questions

Ordinance No. 296-2021 – Budget Amendments for FY20-21: 2nd Reading	
Motion: Councilperson Bohman	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Humphrey: Yes
Councilperson Dusing: No	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Tanner: Yes
Motion carried	

- 6. City Speed Limit Concern – Roberts
 - a. Motion to lower speed limit from 35 MPH to 25 MPH: Roberts
 - b. Second: Dusing
 - c. Discussion:
 - i. Martin – starting to finish point?
 - ii. Roberts: All of N Main to S Main?
 - iii. Tanner: We will drop the north end from 45 to 25 MPH?
 - iv. Tanner: If we do not have Police coverage, it does not matter if we drop it to 5 MPH.
 - v. McHolland: Signage requirements / costs?
 - 1. Purcell: District 6 / Engineer will provide direction.
 - vi. Dusing: What notifications to we have to make to the State of KY?
 - 1. Purcell: Secretary of Transportation must approve the change.
 - vii. Bohman: Most cities drop the downtown areas to 25 MPH. But, to extend the entire area may be an issue in some area.
 - 1. Purcell: Clarified for Todd Roberts, it is only Main Street (US 25).
 - viii. Dusing: I do like Michelle’s breakdown from Violet Road to the GC Park.
 - ix. Roberts:
 - 1. Change motion from Violet Road to the crossing of Gardnersville Road.
 - 2. Second: Dusing
 - 3. Discussion:
 - a. Tanner: Define the southern border
 - i. Purcell: Down to Crittenden Mt Zion – just north of Crittenden Mt Zion.
 - 4. Purcell: Should we move this item to the meeting on May 25th, 2021?
 - 5. Agreement to move the discussion to FL?
7. Code Enforcement Software Quote – McHolland
 - a. Agreement / Quote was provided in the Council packets.
 - b. McHolland – do send out the video and answer questions about storage size (photos / videos). Plus, if the case is closed - can we download the information and clear up the storage?
8. General Items – Purcell:
 - a. KLC Personal Policy Update
 - i. Purcell: Clarified the Personal Policy offer from KLC
 - ii. Humphrey: Concern about the HR / Legal

- iii. Motion: Roberts to allow Purcell to research the idea / spend up to \$2k.
 - iv. Second: Tanner
 - v. All yes's
 - vi. Purcell to call KLC tomorrow!
- b. Request For Proposal (RFP) – Draft – Snow Removal
- i. Roberts: Stay with the county
 - 1. Winter of 20-21: Salt – Crittenden was up to \$30k!
 - 2. We need to have proposals on both.
 - ii. Dusing: Unclear
 - iii. Tanner: Recommends we look at it.
 - 1. Are we getting our monies worth?
 - iv. Humphrey: When we contact the county, they do come out and help us out.
 - v. Bohman: I believe if we stay with the county – costs of the salt / labor could be high if we have a bad winter.
 - vi. Purcell: Lets go ahead and strike the idea and stay with the county.
9. Post Office – Dusing
- a. Meeting w/ a contractor (Dwyer Concrete) tomorrow – the slab issue leading into the Post Office.
 - b. Purcell: Fence issue at the post office.
 - i. One quote from Mills Fence for \$600.
 - ii. Roberts: I would like to see a 2nd quote.
 - iii. Purcell: Who can we ask for a 2nd quote?
 - iv. Humphrey: Can we fix the curb?
 - v. Roberts: Go ahead and fix the post. Humphrey agreed!
 - vi. Purcell will proceed w/ Mills Fence.
10. Crittenden EMS District – Burton
- a. 5/17/21: First Official Meeting – Layout basics of the district. 7pm start.
 - b. Purcell: Place it on the website / FB Page.
 - c. Burton:
 - i. Lunsford has stepped down due to a Oath will be taken.
 - ii. A conflict w/ his full time role.
 - iii. Contacted Debbie Steinhauer about the 3rd person for the board.
 - iv. Council feedback:
 - 1. Motion: Roberts
 - 2. Second: Martin
 - 3. Vote:
 - a. Dusing: No
 - b. Tanner: Yes
 - c. Martin: Yes – changed to No
 - d. Humphrey: Abstain – changed to No
 - e. Roberts: Yes
 - f. Bohman: Yes
 - g. Motion fails
 - v. Waiting on the AG office – does it have to be a resident, or can it be a business owner?
 - vi. Burton: No other options

- vii. Paperwork: Zach Wallace from KLC to help with the registration.
 - 1. Paperwork will be submitted on 5/15/2021.
 - 2. This satisfied all requirements without any back fillings.
- viii. No further

Order of Old Business:

- 1. Oakwood Drive Project Status – Dusing
 - a. Dusing: No further updates provided.
 - b. McHolland: Surveying invoice is submitted.
- 2. City Road Project – Roberts
 - a. Harvesters – Speed Hump Investigation Update
 - i. Purcell: Logan (Hicks / Mann) is now working on the design for this work.
 - b. Roberts – waiting on GC Bullock Pen project for Pinhook Drive.
- 3. Downtown Lighting Project – Bohman
 - a. Duke Energy created a map of lighting throughout the city.
 - b. Roberts: Free or at a cost?
 - i. Bohman: Unsure at this point. Need to continue.

Adjournment of meeting

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

Next City Council Meeting May 25th, 2021 @ 8pm

Respectfully,

Mayor Purcell

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