

**City of Crittenden**  
**City Council Meeting**  
**May 25th, 2021 @ 8pm**  
**Meeting Minutes**

Meeting Was Held In-person

**Call to Order** - Mayor Purcell

**Pledge of Allegiance to the U.S flag**

**Invocation**

**Welcome Guest**

**Attendees:**

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: Sheriff Brian Maines	Guest: Amanda Roberts

**Agenda** - Approval, subject to additions or deletions.

Additions:

- New Business:
  - Sheriff Agreement
  - Road Aid Agreement
- Old Business:
  - Post Office Update

May 25th, 2021 Agenda Approval	
Motion: Councilperson Martin	Seconded: Councilperson Roberts
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-5-11-21 – May 11<sup>th</sup>, 2021

Corrections / Additions:

- McHolland: iWorQ video request from Joe Dusing. While reviewing the software packages for Code Enforcement to tax collection to website upgrades, the video I sent out was not for iWorQ. It was my mistake in communication.
- KLC Personal Policy Updates – the process for KLC to complete the personal policy review / update could take a minimum of 6 months.

<b>May 11th, 2021 Meeting Minutes Approval</b>	
Motion: Councilperson Bohman	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	

**Order of New Business:**

1. Road Aid Agreement:
  - a. Discussion:
    - i. The email discussion between all 6 Council Members and the Mayor, the majority of the Council felt like they would stay in the agreement with the county.
    - ii. Dusing: We as City Council, need to receive Grant County support more often than we have been doing in the past.
    - iii. Purcell:
      1. Discussion w/ Magistrate Roger Humphrey, he is offering to be the communication channel with the county to provide more support.
      2. JD Dezarn (Maintenance) will collect needed road repairs found throughout the city.
      3. Council / Maintenance will provide road issues to Clerk McHolland. McHolland will create a tracking spreadsheet and provide the list to Humphrey.
    - iv. All 6 members of City Council agreed to stay in the Road Aid Agreement with Grant County.
2. Sheriff Agreement:
  - a. Roberts:
    - i. Does City Council want to continue as is or do we need to revise the contract / agreement?
  - b. Purcell:
    - i. Email discussion was conducted, and we received various feedback and opinions.
  - c. Bohman:
    - i. I believe we should not completely reduce the budget to \$0. We need to a county wide plan and agreement to figure out the best plan for Grant County.
    - ii. I believe our services from the Sheriff’s department will go down if we reduce or remove the budget money.

- iii. I believe we should reduce the amount paid to GC Sheriff's department to go back to the 2018 – 2019 value.
  - iv. Range: \$150k - \$200.
- d. Martin:
  - i. All Grant County residents pay taxes for the Sheriff's Dept.
    - 1. The other cities do not contribute to the Sheriff's budget, but receive support even though they do not contribute financially:
      - a. Williamstown: \$ 0
      - b. Dry Ridge: \$ 0
      - c. Corinth: \$ 0
      - d. Crittenden: \$ 292,000 (FY 20-21)
  - ii. Part of the agreement was to have a deputy in Crittenden 100% of the day – 7 days a week.
  - iii. I talked the Grant County Sheriff's Department about having GPS on each patrol vehicle so we will know where each vehicle is located in the county.
  - iv. I have asked about shifts notes so we can see the details.
- e. City County asked Sherriff Maines how fast can you correct the situation?
  - i. Sherriff Maines:
    - a. I realize the city residents pay city taxes and county taxes.
    - b. The Sheriff's department budget for FY 21-22 is \$2.5 million. \$292,000 of this budget is provided by the City of Crittenden.
    - c. Approximately \$2.145 million is provided by Grant County and internal Sheriff's department tax collection.
      - i. Grant County Fiscal Court contributes \$1.145 million.
      - ii. Sheriff department contributes \$1 million from Grant County tax collection.
  - ii. The written agreement provided by City County was not possible to achieve with the current costs:
    - a. The Sheriff's department cannot provide 2 deputies, 24/7 in the city of Crittenden.
  - iii. Dusing: Crittenden citizens pay more than anyone in the county.
  - iv. Maines: We recently took the highway OT money that was provided and dedicated more officers to the City of Crittenden.
  - v. Maines: Our payroll is not competitive with other counties and cities. We cannot pay our offices like they do in Boone County.
  - vi. Maines: I talked to Danny about the goal – Ft. Wright police force – similar size city to Crittenden. Ft Wright has 15 police officers – this type of coverage costs money.
  - vii. Humphrey: Can SROs do patrol?
  - viii. Maines: Yes, 2 of the SROs can do patrol.
  - ix. Maines:
    - a. Dry Ridge has their own Police Force: 2 police officers. Dry Ridge spends ~ \$260,000 per year.
    - b. Williamstown: Annual budget is nearly \$1 million and they do not even cover the city 24/7.
  - x. Maines:

- a. 2020 was a low call year due to COVID.
  - b. We averaged 24 calls per day.
- xi. Maines:
  - a. I have been asked to provide additional reporting, but at some point I may have to hire a person just to do paperwork / reporting.
- xii. Maines:
  - a. I have done self-patrols looking for my own deputies in Crittenden. Just to make sure they are doing what is expected of them.
  - b. During my personal inspections / reviews, I have always found our patrol officers doing their jobs.
- xiii. Maines:
  - a. I need Council members to call me directly when you have issues. I have never heard from Council Members directly outside Jennifer Humphrey in the past.
- xiv. Maines:
  - a. Law enforcement / Grant County paid \$25k to study on how many officers are needed in the county.
  - b. The study stated that Grant County should have 52 – 64 officers on staff.
  - c. Grant County Sheriffs department has 13 patrol deputies.
  - d. Grant County is 200 Square Miles of coverage.
  - e. Fiscal Court: budget may provide 15 patrol deputies.
- xv. General Operations / Budget information provided by Sheriff Maines:
  - 1. April 2021: 1100 (911) calls in Grant County – The Sherriff’s department responded to 880 of the 1100 calls.
  - 2. 3 Cruisers will cost Grant County Sheriff Offices: \$175,000
  - 3. Software expense: \$15,000
  - 4. Supplies: \$10,000
  - 5. Fuel: \$85,000
  - 6. Operating budget: \$450,000 per year (not including officer salaries).
- xvi. Martin: How much money of your budget goes to the Grant County jail?
  - 1. Maines: \$0
- xvii. Martin: What happened with sharing the shift notes?
  - 1. Maines: We cannot allow the public to have access to internal police coordination.
- xviii. Martin: How do you know what is going on without shift notes?
  - 1. Maines: I only need shift notes for major events. I am not looking for traffic violations. If an officer is investigating a crime, we cannot allow anyone to know the details.
- xix. Maines:
  - 1. What can I do for City Council of Crittenden to make things right?
- xx. Maines:
  - 1. We are working with dispatch to clean things up! Improvements must be made.
- xxi. Roberts:
  - 1. Monday / Daycare emergency call was a slow response from the feedback I received.

2. Maines: We respond right away – 11 mins from the first 911 call until when the deputy arrived.
  3. Roberts: The timing / response was slower than that from the public's perspective. I am told it was 40 minutes in total: 3:30pm until 4:10pm.
  4. Maines: Dispatch made several mistakes.
  5. Roberts: If you were in my seat would you expect better service?
  6. Maines: I understand your situation, I need more patrol officers and we are continuing to help assist in improving the dispatch communication.
  7. Maines: Crittenden is very well covered on 3<sup>rd</sup> shift.
  8. Maines: Second shift is the hardest shift to cover.
- xxii. McHolland asked Maines about the GPS cost: About 20 vehicles x \$5000 per (estimate only) = \$100,000.
- xxiii. Dusing: The Sheriff's department does very well at emergencies. When it comes to the down / slow times we are not seeing their presence in the community. Presence is key, the public needs to see the presence.
- xxiv. Maines: we are here with a presence; I disagree with your comment and I have shown proof.
- xxv. Bohman: trying to do the match overall. Where does Crittenden have short falls on coverage?
1. Maines: Do you guys want to flood coverage / vision? I can place 3 deputies between 6am-8am and 4pm-6pm? Do you want us to just look good?
- xxvi. Roberts: Main Street is becoming a drag strip. 30 traffic stops in one month is not scratching the surface on the amount of speeding issues.
- xxvii. Maines: In comparison, Boone County Sheriff's Department has 180 deputies.....and adding.
- xxviii. Roberts: The contract has to be signed w/ the Grant County Fiscal Court. The Grant County Sheriff dept cannot sign a contract directly.
- f. Martin: With the 90 days' notice, do we go through the past agreement – 1/12 per month.
- g. Purcell: We need to review Appendix A.
- h. Roberts: In regards to the tax money spent by the City of Crittenden, I am sitting in the middle – keep the \$292,00 or nothing. Leaning toward \$0 provided.
- i. Dusing: Leaning toward Michelle's proposal - \$150k. I am extremely disappointed with the coverage.
- j. Tanner: Until I see a revised contract, I vote \$0.
- k. Humphrey:
- i. I feel caught in the middle w/ my husband as the magistrate for the county. I would like to abstain, but I feel like I need to speak about the history.
  - ii. We were promised extra services.
  - iii. I completely care about the Sherriff's department, but I believe we are not getting what was promised.
  - iv. Not in favor to continue the current agreement.
- l. Purcell to Maines: What can you provide beyond what you are providing now?
- i. Maines: We need more people to provide what you want.
- m. Roberts: Either with City of Crittenden financial support, you are going to still provide protection to the City of Crittenden.

- n. Maines: I cannot guarantee if the Fiscal Court will not cut patrol officers.
  - i. Judge Dills is concerned if the City of Crittenden does remove the funding, it will hinder the head count of the Sheriff's dept.
- o. Purcell:
  - i. Roundtable:
    - 1. Martin: \$ 192k, but I want to see what we will receive for this money.
    - 2. Roberts: \$ 0k
    - 3. Tanner: \$ 192k
    - 4. Humphrey: \$ 0k, wants to see the agreement.
    - 5. Bohman: \$ 192k
    - 6. Dusing: \$ 192k
  - p. Humphrey will share the agreement from 2 years ago with the Council.
  - q. Council / Mayor will circulate the new agreement points.
- 3. Ordinance No. 298-2021 – FY21-22 Budget – 1<sup>st</sup> Reading
  - a. Read by Mayor Purcell
  - b. 2<sup>nd</sup> Reading will take place on June 8<sup>th</sup>, 2021
  - c. Discussion:
    - i. Money is allocated Downtown Development Committee.
    - ii. Money is allocated for street improvements.
    - iii. Money is allocated for the Oakwood Drive Project.

### **Order of Old Business:**

- 1. Crittenden EMS District – Burton
  - a. Burton was unable to attend the meeting due to a family issue.
- 2. US 25 / Main Street Speed Limit Change – Roberts
  - a. Ordinance No. 299-2021 – 1st Reading
  - b. Read by Mayor Purcell
  - c. Discussion:
    - i. Humphrey: Item 3:
      - 1. I would like it to state our starting point would be just north of Miller Dr. – possibly go north to Case Ln.
    - ii. Maines: Have you talk to the state as of yet?
    - iii. Purcell: Yes, I called the state and they want the Ordinance and a formal request from the city. The state will do a study and provide direction.
    - iv. Maines: Focus on congested area in the city. The state will look for a straight stretches and aggressive corners.
    - v. Purcell – Review of Changes:
      - 1. Keep as is
      - 2. Extend 25 MPH zone to Case Lane.
      - 3. Beginning at Case Lane
      - 4. Keep as is
      - 5. Keep as is
    - vi. Council members agreed to changes. 2<sup>nd</sup> Reading will take place on June 8<sup>th</sup>, 2021
- 3. Code Enforcement Software Quote – McHolland
  - a. Download size was at 3MB, the new proposal includes download size up to 30MB.

- b. Storage size on the original proposal was 10GB, the new proposal will provide 100GB.
  - c. \$4,100 cost includes \$1,600 one time cost. Then \$2,500 per year as a subscription fee w/ customer service and software updates when needed.
  - d. Bohman – Motion
  - e. Roberts – Second
  - f. All 6 Council Members voted: Yes
4. Oakwood Drive Project Status – Dusing
- a. Survey work is complete / paid
  - b. Purcell: Added engineering support. Hicks & Mann has hired a new engineer to help w/ workload. Oakwood Drive is the first project to be handled by the new engineer.
5. City Road Project – Roberts
- a. General Road Improvement Update
    - i. Eagle Creek Project is complete:
      - 1. \$1800 is complete and paid
    - ii. Fairview: estimate received:
      - 1. \$5350 to complete
    - iii. Pinhook: estimate received:
      - 1. \$4800 to complete
    - iv. Motion to proceed w/ Humphrey Concrete: Roberts
    - v. Dusing: Second
    - vi. All 6 Council Members voted: Yes
  - b. Harvesters – Speed Hump Investigation Update
    - i. Hicks & Mann is working on the engineering documents.
6. Downtown Development Committee – Humphrey
- a. Several projects are on the way.
  - b. Grant County Sanitary & Sewer has completed their project. The city has paid out the agreement.
7. Downtown Lighting Project – Bohman:
- a. Duke Energy is working on the mapping study.
8. Post office:
- a. Dusing: Slab Entrance to personal door. Explained the scope of the project.
  - b. Dusing: Approached Dwyer concrete and received a quote of \$1800.
  - c. Dusing: Coordination will be needed with the Post Office.
  - d. Motion to proceed with this proposal from Dwyer: Roberts
  - e. Second: Bohman
  - f. All 6 Council Members voted: Yes

**Adjournment of meeting:**

<b>Motion To Adjournment</b>	
Motion: Councilperson Tanner	Seconded: Councilperson Tanner
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 June 8th, 2021 @ 7pm**

**Respectfully,**

**Mayor Purcell**

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