

City of Crittenden
City Council Special Meeting

Meeting Minutes

January 14th, 2021 @ 8pm

Meeting Was Held In-person

Attendees:	
Mayor Jim Purcell	Councilperson Danny Martin
Councilperson Joe Dusing	Councilperson Todd Roberts
Councilperson Jennifer Thurman-Humphrey	Councilperson: Michelle Bohman
City Clerk / Treasurer Shawn McHolland	
Guest: Adam Lantner	Guest: Jim Morris
Guest: Lee Burton	Guest: Roger Humphrey
Guest: Tisha Woodyard	Guest: Amanda Roberts
Councilperson: Paula Lowery - Absent	

Call to Order - Mayor Purcell

Pledge of Allegiance to the U.S flag

Invocation

Welcome Guest

Agenda:

1. ORDINANCE NO. 289-2021: Ambulance Service District Ordinance – 2nd Reading
 - a. 2nd Reading completed by Mayor Purcell
 - b. Discussion:
 - i. Dusing: I felt we were holding to see the Dry Ridge EMS presentation and the current situation. So, the council can research the situation.
 1. Purcell: This ordinance creates a board of directors for the City of Crittenden and to create the best situation from an EMS perspective for the City of Crittenden.
 - ii. Humphrey: Would the city of Crittenden be double taxed – County and City?
 1. Purcell: I believe the max tax rate cannot be exceeded by one or more taxing districts, but I have not researched this situation to be 100% confident.
 - iii. Roberts: How is the board created and who would be on the board?
 1. Purcell: I believe it is a 3-person board for a city under 50,000 residents and appointed by the Mayor. No terms are generated.

- iv. Humphrey: I really just need to understand my we are in this situation from a financial perspective.
- v. Martin: Quoted Paula Lowery, receiving information on the exact runs and are the runs in Crittenden city limits? Or just an area north of Dry Ridge?
- vi. Dusing: Qty of runs in 2018 & 2019 were nearly equal and the costs would be shared equally in regards to volume. I just surprised by the double / triple our costs.
- vii. Purcell: We must have the tax request to GC PVA by the first week in April, 2020.
- viii. Bohman: What amount of money can we expect to see what will come in from tax revenue?
 - 1. Purcell: The ordinance includes \$.05 for every \$100 in assessment value.
- ix. Bohman: We want to ensure the residents are covered by an EMS provider from some entity.
- x. Roberts: If it costs you an additional \$100 per year, you want the right people / right equipment to be there for you in the emergency! I believe we are paying for runs outside the district.
- xi. Purcell: Everyone is the 911 organization - EMS works together and backs each other up.
- xii. McHolland: Audit the books to understand a clear picture of the costs and the current situation.
- xiii. Roberts: The county is costing \$1.2 million
- xiv. Purcell: I believe the issue is a county issue, but that option is not available today.
- xv. Guest (Jim Morris):
 - 1. Looking at overall taxes, where is my money going to?
 - 2. Small city growing pains, I completely understand where the city is in its current situation.
 - 3. The county needs to hold the EMS taxing district.
 - 4. Concerned with Rural Metro / AMR, really no regulations to control the costs and how they are billed.
 - 5. Charge by runs so we have transparency.
 - 6. The national companies are going to bill as they want to bill. The city cannot contain the costs.
- xvi. Martin: Wants Dry Ridge to have the numbers ready by 2/9/2021.
- xvii. Roberts: Motion to move the 2nd Reading until the February 9th, 2021 Council Meeting.

Jan 14th, 2021 - Ordinance No. 289-2021 Motion to move 2nd Reading to Feb 9th, 2021 Mtg.	
Motion: Councilperson Roberts	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion Carried	

- 2. ORDINANCE NO. 290-2021: Economic Recovery Fund Ordinance – 2nd Reading
 - a. 2nd Reading completed by Mayor Purcell.

Jan 14th, 2021 – 2nd Reading - Ordinance 290-2021	
Motion: Councilperson Martin	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried / Ordinance Approved	

3. ORDINANCE NO. 291-2021: Repealing Ordinance 276-2019 – Procurement – 2nd Reading
- a. 2nd Reading completed by Mayor Purcell.
 - b. Initial Motion: Dusing - \$10k max
 - c. Second: Bohman
 - d. Discussion:
 - i. Bohman: Is this Ordinance include a max of \$10k
 - ii. Martin: Advertising budget is already exceeded. Less advertising and allow the Mayor to run the city. I believe \$20k should be the max
 - iii. Dusing: The limit on purchasing to purchase without going to competitive bid. I believe the competitive bidding process is for a greater purchase.
 - e. Dusing: Withdraw my motion of \$10k max.
 - f. Martin: If needed, the council can change the Ordinance.
 - g. Motion is revised: Dusing – follow KRS - \$30k

Jan 14th, 2021 – 2nd Reading - Ordinance 291-2021 – Repealing Ordinance 276-2019	
Motion To Follow KRS Limitations Of \$30,000.	
Motion: Councilperson Dusing	Seconded: Councilperson Humphrey
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried / Ordinance Approved	

4. ORDINANCE NO. 292-2021: Amending Solid Waste Collection Fee – 2nd Reading
- a. 2nd Reading completed by Mayor Purcell.
 - b. Discussion:
 - i. Martin: Additional costs of \$3.41 per month per resident.
 1. Purcell: Yes, just to cover our costs.
 - ii. Roberts: Can we modify the ordinance to revise the costs later?
 1. Purcell, Yes, if necessary. The increase will go into effect 7/1/2021.

Jan 14th, 2021 – 2nd Reading - Ordinance 292-2021	
Motion: Councilperson Bohman	Seconded: Councilperson Martin
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes

Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried / Ordinance Approved	

5. ORDINANCE NO. 20.208C: Modify Meeting Schedule

- a. 2nd Reading completed by Mayor Purcell.
- b. Discussion:
 - i. Roberts would every meeting be set to start at 7pm?
 - 1. Purcell: Yes, we have to set the time of the meeting.
 - ii. Bohman: Can we change the second Tuesday be at 7pm and fourth Tuesday at 8pm?
 - 1. Purcell: Council can adapt it to meet your best availability
 - iii. Humphrey: I am not excited by late meetings.
 - iv. Motion: Roberts:
 - 1. 2nd Tuesday @ 7pm
 - 2. 4th Tuesday @ 8pm

Jan 14th, 2021 – 2nd Reading - Ordinance 20.208C	
Motion: Councilperson Bohman	Seconded: Councilperson Martin
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried / Ordinance Approved	

6. 208 Property: Bush Hogging

- a. Purcell: Started discussion.
- b. McHolland: Announced 2 bids:
 - i. Catlett Construction: \$950.00
 - ii. Pro Innovations: \$1120.00
- c. Roberts: Fecon – eats up the small trees.
- d. Roberts: I believe we should reject the bid – too expensive.
- e. Martin: Since we did not do the entire property the first time, the back end of the property was not done and we have the current mess to deal with.
- f. Can we have our maintenance team mow the area?
- g. Purcell: I will ask to see what is our options?
- h. Roberts: Can we call Arts Rental for the equipment?
- i. Purcell: Can we have someone call Arts?
- j. Humphrey: Will check with the county to see if we can hire them or borrow the equipment?
- k. Martin: Can we use the prisoners?
- l. Martin: Will call Arts.
- m. Purcell: I will JD Dezarn to call for prisoner assistance.

7. James Dezarn and Shawn McHolland Overtime

- a. Roberts: I thought JD and any employee salary and not hourly.
 - i. Purcell: JD and Shawn are Salary Non-Exempt.

- ii. Salary non-exempt: is paid OT
- iii. Salary exempt: is not paid OT.
- iv. Purcell: Clarification:
 - 1. If an employee has decision making rights, then he/she is exempt and will not be paid OT.
 - 2. Shawn and JD do not have decision making rights without approval from the Mayor and / or City Council. Both are salary non-exempt and should be paid OT if the additional work is approved.
- b. Martin: Council did not approve any OT.
- c. Roberts:
 - i. Copies of meeting minutes that show no OT this month.
 - ii. Did JD believe he was salary?
- d. Humphrey: Were the timesheets submitted in previously for approval?
- e. Martin: Personal policy: the clerk should have the timesheets.
- f. Purcell: I brought this to your attention for your purpose, the city may be liable to pay this amount of money plus penalty.
- g. Martin / Humphrey: Wants a signed document from Dezarn stating the hours and why it was not paid.
- h. Bohman: wants to know why he spent 6 hours at the hearing?
- i. Roberts: how do you know he spent 3 hours of OT back in Feb 2020?
- j. Martin: documentation must be presented by Dezarn.
- k. Purcell: Dezarn: to write a statement asking who made him work OT w/o compensation. Martin wants timesheets to understand the hours.
- l. Humphrey: I do not have an issue with Mr. McHolland's hours since he was on probation and required to attend / participate in each meeting.

Jan 14th, 2021 – OT Reimbursement For 2020 – Motion To Pay McHolland	
Motion: Councilperson Humphrey	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried	

- m. Purcell: I will follow up w/ Dezarn and the letter. Once the letter is in hand I will distribute the document to Council for final direction.
- 8. Shawn McHolland: Compensation & Benefit Package
 - a. Discussion:
 - i. Humphrey: Defined salary from the past clerk / treasurer.
 - 1. Total benefit for past Clerk: \$79,807.30
 - 2. Personal policy: individual health benefits only under existing coverage.
 - 3. Pleasure to work w/ Shawn
 - b. Martin: the amount of back taxes brought in will cover the increased wages / benefits.

- c. Dusing: brings in technical know how / technical experience beyond the standard Clerk / Treasurer.
- d. Guests (Jim Morris): Recommended to Council, the increased income to cover health benefits will cost less if done through KLC.
- e. Roberts: Proposal:
 - i. Provide Shawn McHolland:
 - 1. \$7 increase per hour.
 - 2. Total salary non-exempt: \$27 per hour
 - 3. Health insurance (individual) and life insurance for the remainder of the FY 20-21 since health insurance policies cannot be changed through KLC until July 2021.

Jan 14th, 2021 – McHolland Pay / Benefits Decision	
Motion: Councilperson Bohman	Seconded: Councilperson Martin
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried / Ordinance Approved	

- f. Humphrey: City Council is reviewing the existing Personal policy for future changes if necessary.

Adjournment of meeting:

Jan 14th, 2021 – Adjournment of Meeting	
Motion: Councilperson Martin	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Lowery: Absent
Councilperson Dusing: Yes	Councilperson Martin: Yes
Councilperson Roberts: Yes	Councilperson Humphrey: Yes
Motion carried / Ordinance Approved	

Next City Council Meeting January 26th, 2021 @ 8pm

Respectfully,

Mayor Purcell

Minutes created by City Clerk / Treasurer: Shawn McHolland