

City of Crittenden
City Council Meeting
June 13th, 2023 @ 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 Greg Livingood	Councilperson Michelle Bohman
Councilperson: Ange Morris	Councilperson Leo Saylor
City Clerk / Treasurer: Shawn McHolland	Guest: Chief Lee Burton
Guest: Adam Lantman	Guest: Jerry Stephenson
Guest: Lance Robinson	Guest: Ed McLaughlin
Guest: Ernie Lochy Sr	Guest: Todd Foster
Councilperson: Bobby Tanner (Absent)	

Agenda - Approval, subject to additions or deletions.

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

June 13th, 2023 Agenda Approval	
Motion: Councilperson Livingood	Second: Councilperson Saylor
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Absent
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

Minutes: To be Approved

- M-5-23-23 – May 23rd, 2023

Corrections / Additions:

- None

May 23rd, 2023 Meeting Minutes Approval	
Motion: Councilperson Livingood	Second: Councilperson Bohman
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Absent
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

Treasurers Report – May 2023 to be approved.

Discussion:

- None

May 2023 Treasurer’s Report Approval	
Motion: Councilperson Saylor	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Absent
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

Order of New Business:

1. Law Enforcement Report
 - a. Report distributed via email & included in each packet to City Council
 - b. Sheriff Maines was not in attendance.
 - c. Purcell: I would like to commend the GC Sheriff for the amount of presence in the city of Crittenden.
 - d. Livingood: KSP presence in the city is good to see.
2. Fire Department Report
 - a. Report distributed via email & included in each packet to City Council
 - b. Chief Burton is in person for Q&A.
 - c. Dusing: Busy month
 - i. Burton: Yes, the team was very busy in May.
3. Crittenden Ambulance Tax District Report
 - a. Report distributed via email & included in each packet to City Council
 - b. Chairperson Burton was in person for Q&A.
 - c. No questions / comments
4. Street Project Updates – Purcell
 - a. Street Rehab Project starts on Thursday (6/15) per the contract.
 - b. Mayor Purcell:
 - i. Per Jacob Bohman (Hicks & Mann): Riegler Asphalt met today to assign leaders to the project.
 1. Jacob Bohman will report back to the city with the plan from Riegler with an official start date along with the construction order.

2. The streets are as follows:
 - a. Claiborne Drive
 - b. Bingham Lane
 - c. Ridgeway Drive
 - d. Turner Drive
- ii. Oakwood Drive Project:
 1. Hicks & Mann is coordinating with Riegler to conduct a public meeting with the residents of Oakwood Drive to coordinate construction activities.
 2. The contract stipulated a start date of 7/15/23.

Order of Old Business:

1. Ordinance No. 317-2023: Amending the Code of Ordinance – Removal of Jail Time – 2nd Reading
 - a. 2nd Reading was conducted by Mayor Purcell.
 - b. Discussion: None

Ordinance No. 317-2023: Amending the Code of Ordinance, Remove Jail Time: 2nd Reading	
Motion: Councilperson Bohman	Second: Councilperson Saylor
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Absent
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

2. City of Crittenden Employee Handbook Approval – Purcell
 - a. Mayor Purcell introduced the topic and asked the City Council to discuss / vote on the current version of the handbook. We need to send this copy back to KLC to be finalized.
 - b. Livingood: I motion to adopt this version of the new Handbook.
 - c. Dusing: Seconded
 - i. Discussion:
 1. Livingood: The handbook will be the document that the city manages all personal policy; correct?
 - a. Purcell: Yes, that is correct.
 2. Saylor: How will the city manage calling a person back into the office after hours?
 - a. Purcell: It does not happen very often, but, if an employee is called back into work, overtime will be paid.
 3. Dusing: I want to ensure all legacy documents are kept and archived.
 - a. Purcell: Yes, the clerk will ensure the documents are archived and not lost.
 - ii. Roll:
 1. Saylor: Yes
 2. Livingood: Yes
 3. Dusing: Yes
 4. Tanner: Absent
 5. Morris: Yes

6. Bohman: yes

iii. Motion Carried

Public Question / Discussion:

- Todd Foster - Gardnersville Baptist Church: Blessing Closets – Currently has 13 locations. Mostly dry goods.
 - Foster:
 - I would like to place a “blessing closet” in town for the residents of Crittenden.
 - I would like to place this at the Fire Department? Are there any other locations possible?
 - Mayor Purcell
 - The blessing closet will be a place where people can take goods that are in need. Not a drop off location.
 - Dusing:
 - I may have an idea to help. Lighthouse meets once per month; they may be able to lead to additional resources and support!
- Jamie Baker: Grant County Industrial Authority & Tourism
 - Update was provided in writing at the meeting.
 - Update was given about the Southern Summer Jam – Saturday, June 17th: All Day Event
 - US 25 Yard Sale was just completed – record number of booths in the Grant County Park. 50 spaces rented out!
 - Ribbon cutting – 6/21/2023 @ 10am – Barnyard MMA in Crittenden
 - Duke Energy grants – Jamie is working w/ Duke Energy.
 - Still working on all potential Commercial and Industrial prospects!
 - Traveling numbers are showing good positive trends; pre-pandemic numbers!
 - Heritage Trail project is still proceeding ahead! We are pushing ahead!
- Lance Robinson:
 - Lake Project Status: Could you please provide us some feedback or status?
 - Purcell: Concept Plan was produced by Kentucky League of Cities.
 - However, it is not a document that we can use as bid documents.
 - Current design: parking lot, walking path around the property (South side of the lake), and a handicap accessible fishing dock.
 - The parking lot would be near the center point between St. Elizabeth Physicians and Waller Drive. The location was chosen by District 6 (Kentucky Transportation Cabinet).
 - Drainage for the parking lot and the inlet from Violet Rd will be in the design.
- Ernie Lochy Sr.:
 - Did the City negotiate the garbage contract?
 - Purcell: No, the city did not negotiate the new contract. The contract with Republic Services was negotiated by Grant County Fiscal Court.
 - The 109 Board is established and requires the county to oversee the trash contract.
 - Water drainage – Waller Drive.
 - The water is coming from Violet Road.
 - The water is washing out our yards.

- Purcell: Violet Road is a state road and is causing the issue. The City of Crittenden cannot modify Violet Road.
 - Mr. Lochy is saying the sidewalk is unlevel and is causing the water to run into the yards.
 - A neighbor has a dog that is defecating in my yard and my grandkids are playing in the area.
 - Purcell: You can file illegal trespass with the County Attorney’s office. That is your right as a county resident.
- Ed McLaughlin - Code Enforcement Question:
 - When did the requirement to pull back trash cans start?
 - Purcell: New Ordinance was passed in 2023. Trying to clean up the streets in Crittenden.
 - All Ordinances are on the website: www.cityofcrittendenky.com
 - All home owners are responsible for the sidewalks along their homes.
- Chief Lee Burton: Fire Department Request:
 - We would like to add signage for the Fire Department.
 - We would like a sign placed along N Main Street.
 - I sent over the sign request a couple years ago.
 - Potential Cost Estimate: ~\$4500 per Chief Burton – Signage Only. The sign be installed by the fire fighters – no cost.
 - Solar Powered LED timed lighting.
 - We will need City Approval.
 - Purcell: District 6 will have to approve it as well due to the location on US 25 (N Main Street).
 - I will resend the request to the Clerk.

Adjournment of meeting

Motion To Adjournment	
Motion: Councilperson Livingood	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Tanner: Absent	Councilperson Livingood: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes

Next City Council Meeting June 27th, 2023 @ 7pm – Cancelled.

- Livingood: Motioned to cancel the June 27th meeting.
- Dusing: Seconded
- All 5 Councilmembers voted Yes. Tanner was absent.

Next City Council Meeting – July 11th, 2023 @ 7 pm.

Respectfully,

Mayor Purcell

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