

City of Crittenden
City Council Meeting
December 12th, 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 Leo Saylor	Councilperson Ange Morris
Councilperson Bobby Tanner	Councilperson Greg Livingood
City Clerk / Treasurer Shawn McHolland	Guest: Chief Lee Burton
Guest: Michelle Tanner	Guest: Jerry Stephenson
Guest: Mike Owings	Guest: Debby Lucas Angel
Guest: Joe Spahn	
Absent: Councilperson Michelle Bohman	

Agenda - Approval, subject to additions or deletions.

- New Business – Additions:
 - Co-op / Internship student from Grant County High School for the maintenance department
- Old Business - Addition:
 - None

December 12 th , 2023 Agenda Approval	
Motion: Councilperson Dusing	Second: Councilperson Livingood
Roll Call	
Councilperson Bohman: Absent	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

Minutes: To be Approved

- M-11-14-23 – November 14th, 2023

Corrections / Additions:

- None

November 14th, 2023 Meeting Minutes Approval	
Motion: Councilperson Saylor	Second: Councilperson Livingood
Roll Call	
Councilperson Bohman: Absent	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

Treasurers Report – November 2023 to be approved.

Discussion:

- None

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

Order of New Business:

1. Law Enforcement Report
 - a. Report was not provided by the Grant County Sheriff’s Department.
 - b. No discussion
2. Fire Department / Crittenden AMB Tax District Report
 - a. Fire Dept report was provided during the meeting.
 - i. Burton: This Saturday (12/16/2023) – The Christmas Parade will kick off at Miller Drive (6 pm) and end in the Grant County Park.
 - b. Crittenden AMB Tax District Report was provided at the meeting.
 - i. Burton: The Ambulance District is preparing to pay the City of Dry Ridge for the Ambulance service to cover the remaining 6 months of the fiscal year (FY23-24).
3. Ordinance No. 324-2023 – Amending the Short-Term Rental Ordinance – 1st Reading
 - a. 1st Reading was performed by Mayor Purcell.
4. Co-op / Internship from Grant County High School:
 - a. Purcell – we met w/ Chris Johnson this week to complete the new Employee Handbook. A section of the handbook contains information for a Co-op / intern. Plus, this section allows for a part time employee as well.
 - b. Purcell: We need the City Council to set the pay rate / pay range for such an employee.
 - c. Wage per hour discussion.
 - i. Salary wage Range information from 2008-2009: This type of job entails the following pay range: \$10.34 - \$17.07 per hour.
 - ii. Livingood:

1. Do you have work activities that will be required by the Co-op and part-time employee?
 - a. Purcell: Yes – sidewalk edging will be worked on. I have several small projects in mind for the group.
2. Internships / Co-op are an excellent opportunity for the student and the city.
- iii. Dusing:
 1. I really believe in Intern / Co-op programs. During my career in the private section, we used Interns very often.
- iv. Morris: I agree as well. This is a great opportunity for the student and the city.
- v. Numerous per hour wage rates were shared.
 1. Saylor: We paid our Co-op \$15.00 per hour last year.
- vi. Tanner: I make motion to set the starting rate at \$15.00 per hour.
- vii. Saylor: Seconded the Motion
- viii. Vote: 5 – 0 (Yes). Mrs. Bohman was absent.
- ix. Motion Carried.
- d. Purcell: The interviews will take on Thursday (12/14/23).
- e. The interviews will be conducted by Mayor Purcell.

Order of Old Business:

1. Crittenden Nature Park Project Update:
 - a. Purcell: We have officially kicked off Phase 2 of the park project with our landscape architect - Rachel Robinson.
 - b. Purcell: I want to create a 3-person committee to work w/ the architect:
 - i. Councilperson Greg Livingood has accepted.
 - ii. Special Projects Coordinator Jennifer Humphrey as accepted.
 - iii. 3rd person is an open position.
 - c. The committee would be the direct report back to the entire City Council.
 - d. Any questions / feedback:
 - i. City Council provide positive feedback on the committee concept.
 - ii. Mayor Purcell and Councilperson Livingood was thanked for the progress.

Next City Council Meeting December 26th, 2023 @ 7pm

- City Council determined this meeting was not necessary. 12/26/23 meeting has been cancelled by City Council.
- Next City Council meeting will be held on **January 9th, 2024 @ 7pm:**
 - All 5 Council Members voted: Yes
 - Michelle Bohman was absent and will be notified.

Adjournment of meeting

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

Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion Carried	

Respectfully,

Mayor Purcell

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