

City of Crittenden
City Council Meeting
May 14th, 2024 @ 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 Michelle Bohman	Councilperson Ange Morris
Councilperson Leo Saylor	Councilperson Greg Livingood
Councilperson Bobby Tanner	City Clerk / Treasurer Shawn McHolland
Guest: Chief Lee Burton	Guest: Jerry Stephenson
Guest: Adam Lantman	Guest: Jennifer Humphrey

Agenda - Approval, subject to additions or deletions.

- New Business:
 - Maintenance Building – New Cooling / Heating Unit. Proposals - Purcell
- Old Business:
 - None

May 14 th , 2024 Agenda Approval	
Motion: Councilperson Bohman	Second: Councilperson Livingood
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

Minutes: To be Approved

- M-4-9-24 – April 9th, 2024
 - Corrections / Additions:
 - None

April 9 th , 2024 Meeting Minutes Approval	
Motion: Councilperson Livingood	Second: Councilperson Saylor
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes

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

Treasurers Report – April 2024 to be approved.

- Discussion:
 - Livingood:
 - Will the Co-op be staying on this summer?
 - Purcell: Yes, Lane will be staying on for the summer in a part time role and at the same rate. The cost is covered under the current budget. His hours were reduced due to weather throughout the Spring semester.
 - Dusing:
 - Gave Mr. McHolland a nice compliment on the financial reporting.

April 2024 Treasurer’s Report Approval	
Motion: Councilperson Livingood	Seconded: Councilperson Dusing
Roll Call	
Councilperson Bohman: Yes	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 prior to the meeting.
 - b. Burton:
 - i. Maintenance Concerns:
 1. Concrete pavement is breaking up – road side / parking lot adjacent to the sidewalk.
 2. Driveway to the salt barn is getting chewed up as well.
 3. Could the city investigate repairs?
 - ii. Purcell – I will ask Keith to look at the situation.
 - c. Crittenden AMB Tax District Report was provided prior to the meeting.
 - i. No additional information provided.
 - ii. No questions from City Council.
3. Christmas Lighting Committee Recommendation – Humphrey
 - a. Humphrey:
 - i. The decorative lighting committee has researched the request of the Mayor and City Council. We found a new LED technology that will allow us to light up the city building for all holidays throughout the year and not just Christmas.
 - ii. Lighting for the city building will be installed along the front & both sides.

- iii. The decorative lighting committee recommendation is the Oelo product line from Lakeside Lighting Solutions (Estimate # 98).
 - 1. Dusing:
 - a. I reviewed an installation of the company and the Oelo product line in Villa Hills. I was very impressed with the installation. The crew that installed the control panel and equipment took a total of 3 days at the residence.
 - b. Simple controls through a panel located in the home or you can use your smartphone as well. I was very impressed with the installation.
 - 2. Dusing:
 - a. The committee would like the installer come to the city building to review the installation before we sign the proposal.
 - i. Placement of the lights on the building is really our only question at this point.
 - ii. Clerk / Treasurer McHolland will coordinate with Mr. Dusing & Mr. Saylor on the timing.
 - 3. Purcell:
 - a. Motion to proceed with this selection: Saylor
 - b. Seconded: Bohman
 - c. All 6 Council Members voted – Yes.
- iv. Christmas decorations for the Pole Lights.
 - 1. Humphrey:
 - a. 4’ tall lights are our goal. This is same height of the banners.
 - b. The approx. cost of the pole decorations would be \$700 each. The Mayor was hoping to order about 10 in total.
 - 2. Saylor: I am in communication with Duke Energy to allow us to use the outlets on the light poles.
 - a. Humphrey: We have about 12 poles with outlets, correct?
 - i. Saylor: Yes
 - 3. Humphrey:
 - a. We are still researching for a vendor that will rent the lights to us instead of purchasing them.
 - b. We would also like to find a vendor to install the lights and store them for us each year.
- 4. Ordinance No. 329-2024 – FY24-25 Budget – 2nd Reading - Purcell / McHolland
 - a. 2nd Reading was conducted by Mayor Purcell.
 - b. Discussion:
 - i. None at this time.

Ordinance No. 329-2024 – FY 2024-2025 Budget Approval	
Motion: Councilperson Livingood	Seconded: Councilperson Bohman
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

- 5. Ordinance No. 330-2024 – Residential – Off Street Parking – 2nd Reading – Purcell
 - a. 2nd Reading was conducted by Mayor Purcell.
 - b. Discussion:
 - i. Dusing: Is for new Construction?
 - 1. Purcell: Yes, new construction.

Ordinance No. 330-2024 – Residential-Off Street Parking Approval	
Motion: Councilperson Dusing	Seconded: Councilperson Livingood
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

- 6. Ordinance No. 331-2024 – Establishing a fee for short term rental safety inspections – 2nd Reading – Purcell
 - a. 2nd Reading was conducted by Mayor Purcell.
 - b. Discussion:
 - i. Saylor: Could you clarify the use of the fees?
 - 1. Purcell / McHolland:
 - a. Under Ordinance No. 319-2023, the cost of the new application and the cost for renewal application was increased.
 - b. The increased fee will be used to pay the Fire Department representative for their time to do the inspection.
 - c. This Ordinance will allow the City Treasurer to pay the representative for each inspection.

Ordinance No. 331-2024 – Fee For Short Term Rental Safety Inspections Approval	
Motion: Councilperson Livingood	Seconded: Councilperson Saylor
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Yes
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

- 7. Ordinance No. 332-2024 – Prohibiting Medical Marijuana Cultivators, Processors, & Retail Dispensary Establishments – 1st Reading – Purcell
 - a. First reading was performed by Mayor Purcell.
- 8. Ordinance No. 333-2024 – Zoning Amendment – A1 Zone – 1st Reading – Purcell
 - a. First reading was performed by Mayor Purcell.
- 9. Ordinance No. 334-2024 – Zoning Amendment – Fence Types - Residential Zones – 1st Reading – Purcell
 - a. First reading was performed by Mayor Purcell.
- 10. Ordinance No. 335-2024 – Street Name Change – JD – Purcell
 - a. First reading was performed by Mayor Purcell.

11. Resolution Adopting – Municipal Road Aid Co-op Program – Purcell
 - a. The Resolution was read by Mayor Purcell
 - b. Motion to adopt: Tanner
 - c. Seconded: Bohman
 - d. City Council Vote: All 6 voted yes.
12. Maintenance Equipment – Saylor / Purcell
 - a. Compact Tractor with mower, loader and back hoe attachment - Coyote Brand is Mr. Saylor’s recommendation. Mr. Saylor will provide the documentation to the Clerk / Treasurer for the files.
 - b. Motion to purchase: Bohman
 - c. Seconded: Morris
 - d. City Council Vote: All 6 voted yes.
13. Maintenance Building – New Cooling / Heating Unit Needed – Proposals provided by Mayor Purcell.
 - a. Discussion:
 - i. Bohman: Pricing looks fair on both proposals.
 - ii. Saylor: I would like to talk w/ Keith on the differences between the 2 proposals.
 1. Purcell: One proposal includes a heat pump and the second is a stand-alone unit that will be installed in the window. The window unit matches the current setup.
 - b. Motion to purchase the Model AJEQ12 - \$1,035.40 : Saylor
 - c. Seconded: Bohman
 - d. City Council Vote: All 6 voted yes.

Order of Old Business:

1. Crittenden Nature Park Project Update – Livingood
 - a. The next committee meeting will take place next week.
 - b. Livingood: We are pushing the design to spend the remaining ARPA funds this calendar year (2024).
 - c. Dusing:
 - i. Was there any lessons learned from the church event at the Nature Park in April?
 1. Humphrey: Bathroom facility was required by the Board of Health.
 - a. Port-a-lets are ok per Board of Health. The cost for a Port-a-let for smaller groups may be an issue.
 - ii. Livingood: Building a restroom facility is a maintenance / security concern.
 1. Purcell: I hope the committee does not want a bathroom facility built in the nature park.

Next City Council Meeting May 28th, 2024 @ 7pm:

- Not necessary per City Council and has been cancelled.

June 11th, 2024 @ 7pm will be the next City Council meeting.

Adjournment of meeting

Motion To Adjournment	
Motion: Councilperson Dusing	Seconded: Councilperson Livingood

Roll Call	
Councilperson Bohman: Yes	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