

City of Crittenden
City Council Meeting
August 13th, 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
City Clerk / Treasurer Shawn McHolland	Guest: Chief Lee Burton
Guest: Marsha Bach	Guest: Jerry Stephenson
Guest: Debby Lucas Angel	Guest: Casey Baker
Guest: Tyler Fowler	
Absent:	
Councilperson Bobby Tanner	

Agenda - Approval, subject to additions or deletions.

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

August 13 th , 2024 Agenda Approval	
Motion: Councilperson Livingood	Second: Councilperson Morris
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-7-23-24 – July 23rd, 2024
 - Corrections / Additions:
 - None

July 23rd, 2024 Meeting Minutes Approval
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Motion: Councilperson Saylor	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 – July 2024 to be approved.

- Discussion:
 - None

June 2024 Treasurer’s Report Approval	
Motion: Councilperson Morris	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. Grant County Sheriff’s Department report was provided prior to the meeting.
 - b. This report now includes a City of Crittenden breakdown
2. Fire Department / Crittenden AMB Tax District Report
 - a. Fire Dept report was provided prior to the meeting.
 - Burton: No updates beyond the report.
 - b. Crittenden AMB District:
 - Burton: 2 quarters (1st and 2nd Quarters) of payments were made to the City of Dry Ridge - \$104k.
 - Ending balance – August 2024: \$74,867.80
3. Northern Kentucky Health Department Presentation – Bach / Baker / Fowler
 - a. The presentation was provided to the City Council prior to the meeting for review.
 - b. The NKHD team presented the information.
 - c. City Council will review the information and how it will assist or hinder the city.
4. Crittenden Nature Park Project – RRDLA Phase 6 Proposal – Purcell
 - a. The proposal and the final Master Plan were provided to City Council prior to the meeting – an electronic copy and a hard copy.
 - b. Mayor Purcell provided a summary of the Phase 6 proposal to the City Council.
 - c. Bohman: Motion to accept the Phase 6 proposal from RRDLA.
 - d. Livingood: Seconded the motion
 - e. Discussion:
 - Dusing: Are we approving the entire project / all phases from an engineering perspective?
 1. Purcell:

- a. Yes, the Phase 6 proposal is a continuation of engineering services by RRDLA. Phase 6 is broken down into five (5) Sub-phases as illustrated in the proposal and the Final Master Plan.
- b. The City is approving the entire proposal, but we have the option to stop the engineering process after Sub-phase # 1.
- c. Plus, the City has the option to not accept the contractor’s bids if so elected.

RRDLA Phase 6 Proposal – Nature Park Approval	
Motion: Councilperson Bohman	Seconded: Councilperson Livingood
Roll Call	
Councilperson Bohman: Yes	Councilperson Morris: Yes
Councilperson Livingood: Yes	Councilperson Tanner: Absent
Councilperson Dusing: Yes	Councilperson Saylor: Yes
Motion carried	

- 5. Maintenance: Purchasing a dump bed for the 3/4-ton truck (Chevy).
 - a. Mayor Purcell introduced the request from Maintenance.
 - b. Leo Saylor presented the background of the piece of equipment.
 - The proposed dump bed is a bolt-in application with a hydraulic powered motor that just requires 12 volts of electrical power.
 - Installation would be done in house by Keith McKenney (Maintenance Supervisor).
 - This dump bed will be very useful at the 208 Property and the new park.
 - The dump bed can be removed and reinstalled into a different truck once we replace the Chevy in the future.
 - c. Dusing: Have you compared a dump bed vs a dump trailer?
 - Saylor:
 - 1. Yes, however, we have a one (1) person maintenance department outside the Co-op program. Maintenance (Keith) may need to pull the Kioti tractor with him to do the job, the dump trailer will not be very effective or efficient at this point.
 - d. Saylor / McHolland:
 - Current cost comparison, but we are waiting on the final cost proposals from both companies:
 - 1. Global Industrial: \$7,200
 - 2. Tractor Supply Company (TSC): \$8,250
- 6. Maintenance: Purchasing a scissor lift.
 - a. Mayor Purcell:
 - With the requirement of the year-round banner installation – Veterans & Christmas banners, plus the Christmas / Winter lighting we will need a safe process to install the materials.
 - Keith is researching a lift that can be used in a safe manner. Please think about this activity and our options. We will follow up with suggestions and pricing.

Order of Old Business:

- 1. Christmas Lighting Project – McHolland

- a. The City Building light project:
 - i. Installation will start tomorrow.
 - ii. Should be done by Thursday evening.
 - b. Decorative pole lights for Christmas / Winter:
 - i. Jennifer Humphrey has requested and received Snowflake a sample from 2 vendors.
 - ii. Both options were presented to the City Council.
 - iii. McHolland provided details of both – similar warranties and pricing. The choice is up to City Council.
 - iv. City Council chose the Snowflake decorative light from Mosca Design.
 - v. The City will purchase 10 total decorative lights this year.
 - vi. Delivery should take about 3 weeks and will be installed in November.
 - c. Duke Energy Coordination:
 - i. Leo Saylor gave an update:
 1. I have found a Duke Energy contact after numerous calls.
 2. Duke is ok with the city using the outlets on the poles. A small fee will be assessed on our monthly bill.
 3. I will continue to be in contact with Duke to ensure a successful installation later this year.
2. Kentucky League of Cities (KLC) Insurance / Underwriter will not insure the dam at the Harvesters for the City of Crittenden.
- a. Mayor Purcell gave the City Council an update.
 - b. The Commonwealth of Kentucky has issued letters concerning the integrity of the dam. This is why the Underwriter will not approve the city.
 - c. As everyone is aware, the City of Crittenden is currently named in a lawsuit over the dam.
 - d. If Grant County Sanitary & Sewer District would stop using the incorrect access point, the issues at the dam will be corrected. The Utility Easement off of Crittenden Court is on the plat.
 - e. Grant County Sanitary & Sewer District installed 2 posts into the dam and a gate to keep people off of the path. GCSSD literally dug holes into the dam.
 - f. The City of Crittenden has offered Bullock Pen / Grant County Sanitary & Sewer District an alternative solution to the issue.
 - g. KLC is working on an outside insurance bid for the city.

Next City Council Meeting August 27th, 2024 @ 7pm

- City Council decided to keep the August 27th, 2024 meeting in case the property tax information is received from the Grant County PVA and NKADD in time for a 1st Reading of the 2024 Property Tax Ordinance.

Adjournment of meeting

Motion To Adjournment	
Motion: Councilperson Bohman	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	

Respectfully,

Mayor Purcell

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