

Pursuant to KRS 61.826 and OAG 20-05, the state of emergency regarding the threats to public health presented by the novel coronavirus (covid-19) pandemic and municipal order. This meeting of the Paris city commission was conducted by videoconference. All city commission meetings may be attended by the public by viewing the video conference at the city's Facebook page online.

The Paris City Commission met in regular session at 9:00 a.m. viewable on Facebook live at www.facebook.com/cityofparisky/ on Tuesday, November 24, 2020.

Mayor, John Plummer called the meeting to order and the Pledge of Allegiance was recited.

City Clerk, Stephanie Settles conducted roll call.

Present: Mayor, John A. Plummer; Commissioner, Matt Perraut; Commissioner, Wallis Brooks; Commissioner, Stan Galbraith; Commissioner, Anna Allen-Edwards.

Others in Attendance: City Manager, Daron Jordan; Assistant City Manager, Mike Withrow; City Attorney, Bryan Beaman.

Upon determining a quorum was present for the transaction of business, City Manager, Daron Jordan proceeded to conduct the meeting.

Approve Minutes

Motion by Brooks, seconded by Perraut, approving the minutes of November 10, 2020 regular meeting. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Motion by Allen-Edwards, seconded by Plummer, approving the minutes of November 13, 2020 special meeting. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Public Comment

Andrea Brown, MPH Public health director of the Bourbon County Health Department, provided an update related to COVID-19 "Coronavirus". Reporting as of November 23, 2020 the health department had recorded of 502 total cases, 433 recovered cases, 68 active cases, 1 deceased. 54% of the cases are female, 46% male with the largest number of cases in the 18 to 30 years old range.

New Business

Pauline Bundy and Bobby Dawes, with Columbia Gas, discussed the Main Street project would be complete within the next 2 weeks with a complete asphalt restoration by December 15, 2020. 2nd Street project is almost complete. Cameron Street two service lines are being replaced or repaired. A large project will begin in 2021 carrying thru 2022 called the "Higgins Street Project" that in include Virginia Ave, Cypress, 8th, Lylesville, Williams, Walker, Henderson, Higgins, Gano, Thomas, Lilleston, and Lincoln.

Motion by Allen-Edwards, seconded by Perraut, approving the purchase of a 2021 2500 Big horn crew cab from Dan Cummins for \$ 33,187.00. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Erin Morton Human Resources Director discussed a new city employee recognition program that is being put into place to recognize employees that achieve anniversary milestones.

- o Years of service pin will be issued for 5, 10, 15, 20, 25 and 30 years of service.
- o A watch for 30 years
- o Retirement will receive a crystal plaque.
- o Wall plaque to recognize all employees with 20 years of service with a brass placard with their names.

Employee Performance recognition

- o Allow and encourage the public to recommend city employees for recognition for going above and beyond in their job.
- o Allow and encourage supervisors to recommend city employees for recognition for going above and beyond in their roles.
- o Twice a year at the employee appreciation luncheons names received from the prior 6 months and put them in a drawing for a gift certificate. And recognize all the employees submitted at the luncheon.

Mike Withrow mentioned the police department addressed the overnight parking concerns on Matlack Street in front of McDonalds with the tractor trailer owners. Over the weekend no overnight parking was observed. Street Department has ordered signs to be installed stating no overnight parking.

Motion by Allen-Edwards, seconded by Brooks, approving the City Attorney to draft an agreement allowing the County Fire Department to locate a Kenwood NXR-710/810 emergency radio unit on the City of Paris Water tower located on the bypass. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Brad Oberlander provided a past due utility bill payment update as of November 16, 2020.

		<u>Total Due</u>	<u>Current</u>		<u>30 - 60 Days</u>		<u>60 - 90 Days</u>		<u>90+ Days</u>
<u>Past Due Customers - November 16:</u>									
37	Total commercial customers	21,672.87	5,509.71	11	6,969.22	11	2,979.67	15	6,214.27
696	Total residential customers	276,672.88	66,845.91	273	75,015.85	140	44,457.26	283	90,353.86
<u>733</u>		<u>298,345.75</u>	<u>-</u>	<u>284</u>	<u>81,985.07</u>	<u>151</u>	<u>47,436.93</u>	<u>298</u>	<u>96,568.13</u>
					<u>Commercial</u>				<u>Residential</u>
	Balances > \$5,000						1		5,817
	Balances - \$1,000 - \$5,000	6	11,383				55		81,455
	Balances - \$500 - \$1,000	8	5,125				127		87,481
	Balances - \$100 - \$500	16	4,704				383		92,991
	Balances < \$100	7	461				130		8,929
		<u>37</u>	<u>21,673</u>				<u>696</u>		<u>276,673</u>

Daron Jordan discussed Chief Thomas, Lieutenant Toadvine, Mike Withrow, Erin Morton, and himself met on November 23, 2020 and discussed E911 operations center reworking job descriptions and working on a description for a Tac officer in the center, the position would be open during December for internal applications, anticipating a recommendation to the commission in January.

Motion by Perraut, seconded by Allen-Edwards, approving the hire of Scott Johnson as a full-time patrolman. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Motion by Plummer, seconded by Perraut, approving the hire of Ryan Short as a police recruit. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Motion by Brooks, seconded by Plummer, approving to purchase supplies for the Main and High Street project from Core & Main for \$ 20,679.80. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Seq#	Qty	Description	Units	Price	Ext Price
10	75	V72-7W-44-33-QNL SETTER	EA	96.52	7,239.00
20	75	F1000-3QNL 3/4 CORP CCXQJ(CTS) NO LEAD	EA	33.58	2,518.50
30	75	F202-760-CC3-I 6X3/4CC DI SAD DBL STRAP 6.84-7.60 OD IMP	EA	22.06	1,654.50
40	35	F1-514-7.5 4X7-1/2 REP CLP 4.74-5.14 OD	EA	58.80	2,058.00
50	35	F1-724-7.5 6X7-1/2 REP CLP 6.84-7.24 OD	EA	70.78	2,477.30
60	75	1805ACH 18X24 HANCOR METER TIL E WHITE #MP NL1 18 0001	EA	26.40	1,980.00
70	75	18 COV MTR BX FLAT W/TR HOLE LC218T	EA	23.50	1,762.50
80	1000	3/4X500' CTS PE TUBING 250PSI PE 4710 NSF SDR-9 D2737 BLACK 1000' ROLL	FT	0.24	240.00
100	500	#51 3/4 SS INSERT F/CTS PE	EA	1.50	750.00
				Sub Total	20,679.80
				Tax	0.00
				Total	20,679.80

Daron Jordan mentioned that Debbie Wright will be retiring at the end of January. Discussions are in process with Brad Oberlander on how to structure that position moving forward, considerations will be presented to the commission at a future meeting.

Financials

Motion by Brooks, seconded by Perraut, approving October financials as presented by Brad Oberlander, reflecting General Fund Revenues of \$ 2,631,886.00 with expenditures of \$ 2,488,178. Utility Fund Revenues of \$ 3,424,820.00 with expenditures of \$ 3,014,851.00. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Payment of Invoices

Motion by Galbraith, seconded by Plummer, approving payment of invoices as presented. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

General Fund

CHECK NO	VENDOR	PAYMENT
45501	DUTTON, ANDREW	\$ 95.00
45502	Bourbon Community Hospital	\$ 495.00
45503	Bourbon County Pva	\$ 35,938.00
45504	BOYER, LEWIS	\$ 95.00
45505	Casa Of Lexington	\$ 1,666.67
45506	Cdw Government, Inc	\$ 11,215.56
45507	Chamber Of Commerce	\$ 1,625.00
45508	City Of Paris Utilities	\$ 8,002.30
45509	Columbia Gas Of Kentucky	\$ 171.59
45510	Don Crump & Son Electric, Inc	\$ 368.00
45511	EHI CONSULTANTS	\$ 10,000.00
45512	Finley Fire Equip Dba Bg Fire	\$ 296.00
45513	GEORGE BERRY PLUMBING	\$ 378.50
45514	Kentucky Uniforms, Inc.	\$ 173.85
45515	Lexington Building Supply	\$ 462.82
45516	OBERLANDER FINANCIAL SERVICES, PLLC	\$ 3,900.00
45517	PARIS-BOCO JOINT PLANNING	\$ 12,247.58
45518	PARIS-BOCO PARKS & RECREATION BOARD	\$ 13,044.58
45519	Paris-Bourbon County E911	\$ 18,500.00
45520	Paris-Bourbon County EDA	\$ 2,250.00
45521	Paris-Bourbon County EMS	\$ 33,333.33
45522	Paris-Bourbon County TOURISM	\$ 1,562.50
45523	Riley Oil Company	\$ 3,484.23
45524	Sherwin-Williams Company	\$ 235.90
45525	Southern Communications Inc	\$ 655.69
45526	Standard Business Machines	\$ 23.89
45527	Staples Business Credit	\$ 2,222.75
45528	Sturgill, Turner, Barker &	\$ 6,145.20
45529	Unifirst Corporation	\$ 100.83
45530	Us Bank Equipment Finance	\$ 182.20
45531	VERIZON WIRELESS	\$ 1,818.57
45532	A Action Pest Control Of Ky	\$ 52.50
45533	Advance Auto Parts	\$ 142.16
45534	At&t Mobility - (6463)	\$ 93.24
45535	At&t Onenet Service	\$ 8.64

45536	AUTO PARTS OUTLET INC	\$ 1,715.00
45537	Central Ky Quicklube & Tire	\$ 808.26
45538	Citizen Advertiser	\$ 792.00
45539	Davis & Davis Llc	\$ 1,286.20
45540	Fastenal Company	\$ 57.44
45541	Finley Fire Equip DbA Bg Fire	\$ 1,849.83
45542	Galls, Llc	\$ 175.17
45543	Hatter, Earl Iii	\$ 95.00
45544	Hillyard Kentucky	\$ 385.02
45545	Hopewell Company Inc	\$ 50.90
45546	JOHN PRUITT	\$ 1,040.00
45547	CHARLES & ANNA C JOHNSON	\$ 128.99
45548	Kentucky Uniforms, Inc.	\$ 312.70
45549	ADT LLC	\$ 2.39
45550	Lowes Business Acct/Syncb	\$ 504.47
45551	Morton, Erin	\$ 19.00
45552	Office Depot Card Plan	\$ 29.66
45553	ALISSA RALLS	\$ 8.57
45554	Riley Oil Company	\$ 3,445.99
45555	SHARE CORPORATION	\$ 408.47
45556	Time Warner Cable	\$ 111.97
45557	Tractor Supply Credit Plan	\$ 51.97
45558	JOHN AND CYNTHIA TUBBS	\$ 42.09
45559	Unifirst Corporation	\$ 47.80
45560	QUADIENT LEASING USA	\$ 1.50
		\$ 184,357.47

Utility Fund

CHECK NO	VENDOR	PAYMENT
53175	ROBERTA BAERT	\$ 38.37
53176	GREG BEAN	\$ 59.92
53177	Bourbon Community Hospital	\$ 90.00
53178	BOURBON PHYSICIAN, LLC	\$ 166.61
53179	BROWN EQUIPMENT COMPANY	\$ 108.00
53180	Cape Electrical Supply Llc	\$ 2,144.00
53181	CITY OF PARIS UTILITIES	\$ 11,975.76
53182	Columbia Gas Of Kentucky, Inc.	\$ 89.37
53183	GEORGE BERRY PLUMBING	\$ 2,740.00
53184	Hmb Professional Engineers Inc	\$ 30,000.00
53185	SHILOH AND CYRSTAL HOWARD	\$ 53.98
53186	Kimball Midwest	\$ 210.95
53187	DESTINEE MASER	\$ 34.67
53188	OBERLANDER FIN. SERV., PLLC	\$ 3,900.00
53189	ANTHONY PERGRAM	\$ 65.82
53190	Riley Oil Company	\$ 882.92
53191	Rumpke	\$ 32,386.93
53192	Sparkman, Aaron	\$ 100.00
53193	Standard Business Machines	\$ 23.88
53194	BARBARA STRAUS	\$ 38.85
53195	STURGILL, TURNER, BARKER & MOLONEY	\$ 999.00
53196	Unifirst Corporation	\$ 119.30
53197	Univar Usa, Inc	\$ 2,950.43
53198	BARRY UPTHEGROVE	\$ 27.79
53199	VERIZON WIRELESS	\$ 380.79
53200	GARY WOODRUM	\$ 36.70
53201	A Action Pest Control	\$ 52.50
53202	American Industries Inc	\$ 107.04
53203	Anixter Inc	\$ 1,446.50
53204	At&t Onenet Service	\$ 7.72
53205	Bluegrass International Trucks	\$ 1,967.39
53206	Central Ky Quicklube & Tire	\$ 790.06
53207	VOID	
53208	Citizen Advertiser	\$ 417.00
53209	Cmrs-Fp	\$ 3,000.00
53210	Crystal Springs	\$ 36.29
53211	Fastenal Company	\$ 557.71
53212	Faust Electric Llc	\$ 2,226.16
53213	Fouser Environmental Services	\$ 461.00
53214	Galeton Gloves & Safety	\$ 576.10
53215	Great America Financial Servs	\$ 69.17
53216	Hayes Pipe Supply, Inc	\$ 3,548.69
53217	KENTUCKY STATE TREASURER - DEP	\$ 1,350.00
53218	Kleem Inc	\$ 175.22
53219	Microbiologics	\$ 154.36

53220	Office Depot Credit Plan	\$	181.91
53221	RICHARDS ELECTRIC SUPPLY CO., INC.	\$	824.19
53222	Riley Oil Company	\$	938.63
53223	Rumpke	\$	156.00
53224	Southern Communications, Inc.	\$	220.50
53225	Strand Associates Inc	\$	37,050.00
53226	Terex Services	\$	118.23
53227	VOID		
53228	Tractor Supply Co	\$	194.96
53229	Unifirst Corporation	\$	55.24
53230	US DEPARTMENT OF ENERGY	\$	6,570.21
53231	Usa Blue Book	\$	981.42
53232	USALCO	\$	6,933.08
53233	CITGOWATER	\$	1,622.10
53234	Time Warner Cable	\$	129.99
53235	Unifirst Corporation	\$	46.55
		\$	162,589.96

Brad Oberlander presented outstanding accounts payables invoices with General Fund outstanding of \$ 216,231.26 and Utility Fund outstanding of \$ 42,522.02.

Commission & Staff Reports

Fire Chief, Michael Duffy

- o Received a 2-week notice from an employee who is departing, to join another fire department.
- o EMS received a grand for carbon monoxide detectors for EMS bags.
- o Ambulance # 3 has arrived, but not yet in service.

City Manager, Daron Jordan

- o All city offices will be closed November 26th and 27th in observance of Thanksgiving.
- o Rumpke trash collection service will run as regular schedule on Thanksgiving Day.
- o Expressed his appreciation to the Public Works and Electric Department for assisting with the Shop with a Hero event and installing the holiday décor downtown.
- o Provided the commission with a copy of the Westside neighbor report.

Commissioner, Stan Galbraith

- o Reminded everyone the December 8, 2020 meeting will be a 6:00 p.m. meeting.

Commissioner, Allen-Edwards

- o Inquired on the previous request of a turnaround cul-de-sac on Gano Street. Mike Withrow stated he is pulling deeds and records to see if a cul-de-sac can be created.
- o Express the need for a Public Information Officer for the city if potential savings can be made with accounts payable maybe creating a position for a "PIO" can be considered.

Mayor, Plummer

- o Inquired on the status of the Atlas Street property. Mike Withrow stated the demolition contact was awarded and awaiting demo. A Fire Chief order was issued on a neighboring property with an anticipated hearing date set for November 30, 2020 at 10 a.m.

Adjourn

Motion by Plummer, seconded by Perraut, to adjourn the meeting at 10:58 a.m. Motion carried by roll call vote of 5-0 with Plummer, Perraut, Brooks, Allen-Edwards, and Galbraith voting Aye.

Mayor, John A. Plummer

Attest:

City Clerk, Stephanie Settles