

**CITY OF BARDSTOWN, KENTUCKY  
REGULAR CITY COUNCIL MEETING MINUTES  
6-26-2018  
7:00 PM**

The City Council met in regular session in the Council Chambers with Mayor Heaton and the following Councilmen:

Councilman Joe Buckman  
Councilman Kecia Copeland  
Councilman David Dones  
Councilman John Kelley  
Councilman Bill Sheckles - absent  
Councilman Roland E. Williams

Others present: City Attorney Tim Butler, City Clerk Mary Riley, HR Director/Risk Manager Greg Ashworth, Police Chief Kim Kraeszig and Police Officer Tommy Rosel, Fire Chief Billy Mattingly, City Civil Engineer Jessica Filiatreau, Nelson County Gazette Reporter Elijah Brooks, The Kentucky Standard Reporter Randy Patrick, PLG-TV Reporter Matt Gordon and Bardstown Historian Dixie Hibbs.

**HDR ENGINEERING – ROWAN CREEK WASTEWATER SYSTEM IMPROVEMENTS  
FEE AMENDMENT #1**

City Civil Engineer Filiatreau explained that this amendment would provide for archeological and environmental studies related to the project.

**COUNCILMAN WILLIAMS MOVED TO APPROVE FEE AMENDMENT #1 AS IT RELATES TO THE ROWAN CREEK WASTEWATER SYSTEM IMPROVEMENT PROJECT BEING CONDUCTED BY HDR ENGINEERING. THE MOTION WAS DULY SECONDED BY COUNCILMAN BUCKMAN AND CARRIED BY A VOTE OF 5 TO 0.**

**HISTORICAL REVIEW BOARD**

The following recommendations from the Bardstown Historical Review Board were presented:

- (a) COA-18-54. Joan Hardin, Applicant/Owner, requests to paint the front door at 111 North 1<sup>st</sup> Street.  
Recommendation: Approval for the proposed paint colors.
- (b) ~~COA-18-70~~. ~~David Erikson, Applicant/Owner, requests to paint the doors, windows, and trim at 212 North 3<sup>rd</sup> Street.~~ This application was tabled due to lack of attendance.
- (c) COA-18-71. Franklin Hibbs, Applicant/Owner, requests to remove two trees at 216 North 4<sup>th</sup> Street.  
Recommendation: Approval to remove the trees with the following conditions:  
**Conditions: The trees have significant insect damage, the ground around the trees is making the trees insecure, and there are power lines running through the trees which allow them to meet the criteria for removal as stated in LA7. The applicants will replace the trees and the final approval for those trees will be submitted to the preservation coordinator.**
- (d) COA-18-72. Daniel Linebaugh House, LLC., Applicant/Owner, requests to install railings at 205 East Stephen Foster Avenue.  
Recommendation: Approval to install the railings with the following conditions:  
**Conditions: The railing to be installed will be black aluminum railing of the Chatham design with the square balusters. The railings are to be installed at the front, side, and rear entrances with the with the placement and attachment methods to be approved by the preservation coordinator.**
- (e) COA-18-100. Phyllis Bowling, Applicant/Owner, requests to add a handrail at 309 North 5<sup>th</sup> Street.  
Recommendation: Approval to install the proposed handrail.
- (f) COA-18-73. Paradise Pools, Applicant/Drew Kulsveen, Owner, requests to install an in-ground pool at 216 West Flaget.  
Recommendation: Approval to install the proposed pool at the location specified with the following conditions:  
**Conditions: The stamped concrete around the pool and the material used around the pool will be approved by the preservation coordinator.**
- (g) COA-18-74. Carey Signs, Applicant, Brown and Cheek Inc., Owner, requests to install a sign at 442 East Stephen Foster Avenue.  
Recommendation: Approval to install the proposed sign.
- (h) COA-18-51. Polly Hall, Applicant/Owner, requests to remove a tree at 318 North 2<sup>nd</sup> Street.  
Recommendation: Approval to remove the proposed tree with the following conditions:  
**Conditions: If the tree has to be replaced, the tree to replace the river birch must be staff approved**

by the preservation coordinator.

- (i) COA-18-69. Damir Shric, Applicant/Owner, requests to add a deck at 120 North 3<sup>rd</sup> Street.  
Recommendation: Approval for the proposed deck with the following conditions:  
**Conditions**:
1. The canopy cover must be staff approved.
  2. All fans and lighting fixtures must receive staff-approval.
  3. The wooden stairs will be as presented in the application in the picture and the railings will be what is presented in the application.
  4. The railings for the deck will be the black metal railings that were presented in the application.
  5. The only paint colors approved for this project are samples one and two in the application.
  6. The floor will either be wood stained as presented or Trex and the color presented in the application. The final decision must be presented to the preservation coordinator for approval.
  7. Any alterations as approved to the site plan from Nelson County Planning and Zoning will return for staff or HRB approval.
- (j) COA-18-75. Troy Dennison, Applicant/Owner, requests to install signage at 112 North 3<sup>rd</sup> Street.  
Recommendation: Approval to install the proposed signage with the following conditions:  
**Conditions**: The size of the sign will be reduced to be 11% of the building's façade.
- (k) COA-18-76. Eli Wimsett, Applicant/Owner, requests to paint the exterior at 224 North 3<sup>rd</sup> Street.  
Recommendation: Approval for the proposed paint colors with the following conditions:  
**Conditions**: The trim color will be white and must be staff approved with a paint sample provided.
- (l) COA-18-77. Kathy Lyons, Applicant, Eli Wimsett, Owner, requests to install signage at 224 North 3<sup>rd</sup> Street.  
Recommendation: Approval to install signage with the following conditions:  
**Conditions**: The applicant will submit a redesign plan for the signage layout, brackets, and location and these must be staff approved.
- (m) ~~COA-18-78~~. Ashok Yadav, Applicant/Owner, requests to install signage at 450 East Stephen Foster Avenue. This application was tabled due to lack of attendance.
- (n) COA-18-79. Smith and Company CPA's, Applicant/Owner, requests to replace the roof at 207 North 3<sup>rd</sup> Street.  
Recommendation: Approval to install the proposed roof material with the following conditions:  
**Conditions**: The final choice for the front roof material will be presented to the preservation coordinator for approval.
- (o) COA-18-80. Fred Noe, Applicant/Owner, requests to install an in ground pool at 416 North 3<sup>rd</sup> Street.  
Recommendation: Approval to install the pool with the following conditions:  
**Conditions**: The handrail chosen for the pool will be approved by the preservation coordinator.
- (p) COA-18-81. Lance and Rachel Blanford, Applicants/Owners, request to paint the patio concrete walls at 402 North 3<sup>rd</sup> Street.  
Recommendation: Approval to paint the patio walls the proposed color.
- (q) COA-18-82. Lance and Rachel Blanford, Applicants/Owners, request to paint house at 402 North 3<sup>rd</sup> Street.  
Recommendation: Approval to paint the house the proposed color.
- (r) COA-18-83. Lance and Rachel Blanford, Applicants/Owners, request to paint the chimneys at 402 North 3<sup>rd</sup> Street.  
Recommendation: Approval to paint the chimneys the proposed white color.
- (s) ~~COA-18-84~~. Buzick Construction, Inc., Applicant, KY Owl Re, LLC., Owner, requests to remove a door at 110 West Flaget Street.  
Recommendation: DENIAL to remove the door.
- (t) ~~COA-18-85~~. Buzick Construction, Inc., Applicant, KY Owl Re, LLC., Owner, requests to rebuild a jack arch and modify brickwork at 110 West Flaget Street.  
Recommendation: DENIAL to modify the brickwork.
- (u) ~~COA-18-86~~. Buzick Construction, Inc., Applicant, KY Owl Re, LLC., Owner, requests to install a window at 110 West Flaget Street.  
Recommendation: DENIAL to install the window.

- (v) COA-18-87. Mike and Amy Deaton, Applicants/Owners, request to install landscaping at 108 West Broadway.  
Recommendation: Approval to install the proposed landscaping.
- (w) COA-18-88. Mike and Amy Deaton, Applicants/Owners, request to remove the aluminum siding to expose gingerbread features on the eaves of the house at 108 West Broadway.  
Recommendation: Approval to remove the aluminum siding to restore the gingerbread features of the house on the eaves.
- (x) COA-18-89. Mike and Amy Deaton, Applicants/Owners, request to remove concrete lattice and columns at 108 West Broadway.  
Recommendation: Approval to remove the lattice and replace the lattice with wood columns as proposed.
- (y) COA-18-90. Mike and Amy Deaton, Applicants/Owners, request to add a wooden privacy fence at 108 West Broadway.  
Recommendation: Approval to install the proposed privacy fence at the locations specified.
- (z) COA-18-91. Mike and Amy Deaton, Applicants/Owners, request to add decorative glass to the front door and transom at 108 West Broadway.  
Recommendation: Approval to install the proposed glass on the front door and transom.
- (aa) COA-18-92. Mike and Amy Deaton, Applicants/Owners, request to paint the exterior of the house at 108 West Broadway.  
Recommendation: Approval to paint the house the proposed colors.
- (bb) COA-18-93. Jacob and Katie Hall, Applicants/Owners, request to construct a new house at 209 West Flaget Street.  
Recommendation: Approval to build the proposed house with the following conditions:  
**Conditions: The house design proposed is approved, the trees that are in the proposed site of the house being built may be removed on the condition that they will be replaced with the new landscaping design and must be staff approved. The trees at the rear of the property that are not on the side of the house being built must be kept.**
- (cc) COA-18-94. Jacob and Katie Hall, Applicants/Owners, request to add HardiPlank siding on the new house at 209 West Flaget Street.  
Recommendation: Approval to install the proposed siding.
- (dd) COA-18-95. Jacob and Katie Hall, Applicants/Owners, request to add aluminum-clad windows on the new house at 209 West Flaget Street.  
Recommendation: Approval to install the proposed windows.  
**Conditions: The material will be resubmitted on an amended application to be approved in the future.**
- (ee) COA-18-96. Jacob and Katie Hall, Applicants/Owners, request to add wood doors and French doors on the new house at 209 West Flaget Street.  
Recommendation: Approval to install the proposed doors.
- (ff) COA-18-97. Jacob and Katie Hall, Applicants/Owners, request to add wood louvered shutters on the new house at 209 West Flaget Street.  
Recommendation: Approval to install the proposed wood shutters and hardware.
- (gg) COA-18-98. Jacob and Katie Hall, Applicants/Owners, request to paint the exterior and trim on the new house at 209 West Flaget Street.  
Recommendation: Approval of the proposed paint colors.
- (hh) COA-18-99. Jacob and Katie Hall, Applicants/Owners, request to add garage windows on the new house at 209 West Flaget Street.  
Recommendation: Approval of the proposed garage windows.
- (ii) ~~COA-18-68. William Jones, Applicant/Owner, requests to keep stall walls installed without approval at 223 North 3<sup>rd</sup> Street. This application was tabled due to lack of attendance.~~

**COUNCILMAN KELLEY MOVED TO ACCEPT THE RECOMMENDATIONS FROM THE HISTORICAL REVIEW BOARD FOR COA #18-54, #18-71, #18-72, #18-100, #18-73, #18-74, #18-51, #18-69, #18-75, #18-76, #18-77, #18-79, #18-80, #18-81, #18-82, #18-83, #18-87, #18-89, #18-90, #18-91, #18-92, #18-93, #18-94, #18-95, #18-96, #18-97, #18-98 AND #18-99 WITH THE CONDITIONS SET FORTH BY THE HRB. HE MOTION WAS DULY SECONDED BY COUNCILMAN DONES AND CARRIED BY A VOTE OF 5 TO 0.**

**MINUTES**

**THE MINUTES FOR THE 6-14-2018 REGULAR COUNCIL MEETING WERE APPROVED BY UNANIMOUS CONSENT.**

**FINANCIAL REPORT**

Mayor Heaton explained that there has been recent discussion by the Kentucky League of Cities (KLC) and KaCo in regard to Senate Bill 151. It is possible that the recent ruling by the Judge would not overturn the “phase-in” processes for the increase in CERS contributions for all cities. KLC recommends that cities simply wait and see what the outcome will be.

**FIRST READING OF ORDINANCE B2018-Fees for Safety Services**

Fire Chief Mattingly explained that residents of the City of Bardstown and of Nelson County will not be charged under this fee structure. The department will contract with a recovery company that is currently working with nineteen (19) fire departments across Kentucky to recover these fees. This particular company boasts an 80% recovery rate and their fee is only 20% of what fees they recover. Councilman Kelley pointed out two edits to Section (E) that included striking the second word Bardstown in brackets and add “and property owners” to that section. Chief Mattingly is familiar with this company from his tenure at the Okolona Fire Department. Mayor Heaton clarified that the rates proposed in the ordinance were recommended by the insurance agencies.

Councilman Kelley introduced Ordinance B2018-Fees for Safety Services and asked that it be read in full.

City Attorney Butler read the following:

**ORDINANCE NO. B2018-Fees for Public Safety Services**

**AN ORDINANCE AMENDING AND ADOPTING AS AMENDED AN ORDINANCE RELATING TO CHAPTER 36 DEPARTMENTS OF THE CITY OF BARDSTOWN’S CODE OF ORDINANCES**

**THE CITY COUNCIL OF THE CITY OF BARDSTOWN, KENTUCKY DOES ORDAIN AS FOLLOWS:**

That amendments be made to CHAPTER 36: DEPARTMENTS, Section 36.26 User Fees for the Deployment of Public Safety Services of the City of Bardstown’s Code of Ordinances as follows:

**§ 36.26 USER FEES FOR THE DEPLOYMENT OF PUBLIC SAFETY SERVICES.**

(A) The City of Bardstown’s Fire Department shall establish fees for the delivery of Fire Department services, personnel, supplies and equipment to the scene. The rate of the user fees shall be that which is the usual, customary and reasonable costs, which includes any services, personnel supplies and equipment and may fluctuate based on the needs of the incident. **The type and extent of service billed for and as listed below shall be defined in the Bardstown Fire Department’s Standard Operating Procedures.**

(B) The user fees shall be filed to the insurance companies, representing an add-on-cost of the claim for damages.

(C) The city may make rules or regulations and from time to time may amend, revoke or add rules and regulations not inconsistent with this section as it may deem necessary or expedient in respect to billing for these fees or the collection thereof.

(D) If any part of this section is declared to be unenforceable or unconstitutional for any reason then the same shall not affect the validity of the remainder of this section.

(E) Citizens that reside in [~~the~~] Bardstown [~~city limits~~] and [~~the Bardstown~~] Nelson County [~~Volunteer Fire Department’s service area~~] shall be exempt from any user fees.

**FEE SCHEDULE**

<del>{Simple Extrication:_____}</del>	<del>&lt;15 min \$100}</del>
<del>{Extended Extrication:_____}</del>	<del>&gt;15 min \$200}</del>
<del>{Hazmat (Cars and trucks &lt;30 gal)_____}</del>	<del>\$150}</del>
<del>{Hazmat (Cars and trucks &gt;30 gal)_____}</del>	<del>Up to \$500}</del>
<del>{Car fire (Engine compartment only)_____}</del>	<del>\$125}</del>
<del>{Car fire (Extension in passenger compartment)_____}</del>	<del>\$250}</del>
<del>{_____ Large truck fire_____}</del>	<del>Up to \$500}</del>
<del>{_____ Technical rescue_____}</del>	<del>Up to \$500}</del>
<del>{Traffic control_____}</del>	<del>\$50/hr per truck &amp;}</del>
<del>{_____}</del>	<del>\$25/hr per man}</del>
<del>{Itemized expendable items_____}</del>	<del>Actual cost}</del>

<b><u>MOTOR VEHICLE INCIDENTS</u></b>	
<b><u>Level 1 -</u></b>	<b><u>\$554.00</u></b>
<b><u>Level 2 -</u></b>	<b><u>\$677.00</u></b>
<b><u>ADD ON SERVICES:</u></b>	
<b><u>Extrication</u></b>	<b><u>\$1,461.00</u></b>
<b><u>Creating a Landing Zone</u></b>	<b><u>\$488.00</u></b>
<b><u>ADDITIONAL TIME ON SCENE:</u></b>	
<b><u>Engine billed at -</u></b>	<b><u>\$488.00 per hour</u></b>
<b><u>Truck billed at -</u></b>	<b><u>\$560.00 per hour</u></b>
<b><u>Miscellaneous equipment billed at -</u></b>	<b><u>\$366.00</u></b>
<b><u>HAZMAT</u></b>	
<b><u>Level 1 -</u></b>	<b><u>\$784.00</u></b>
<b><u>Level 2 -</u></b>	<b><u>\$2,800.00</u></b>
<b><u>Level 3 -</u></b>	<b><u>\$6,608.00</u></b>
<b><u>Includes 3 hours of on scene time</u></b>	
<b><u>Each additional hour @ \$336.00 per HAZMAT team</u></b>	
<b><u>ADDITIONAL TIME ON-SCENE: (for all levels of service)</u></b>	
<b><u>Engine billed at</u></b>	<b><u>\$488.00 per hour</u></b>
<b><u>Truck billed at -</u></b>	<b><u>\$560.00 per hour</u></b>
<b><u>Miscellaneous equipment billed at -</u></b>	<b><u>\$336.00</u></b>
<b><u>FIRE INVESTIGATION – Fire Investigation Team</u></b>	
	<b><u>\$308.00 per hour</u></b>
<b><u>TECHNICAL RESCUES</u></b>	
<b><u>Includes Trench Rescue, Confined Space Rescue, Rope Rescue and Structural Collapse Rescues</u></b>	
<b><u>Itemized Response: Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.</u></b>	
<b><u>Minimum billed \$448 for the first response vehicle plus \$56 per rescue person. Additional rates of \$448 per hour per response vehicle and \$56 per hour per rescue person.</u></b>	
<b><u>MISCELLANEOUS / ADDITIONAL TIME ON-SCENE:</u></b>	
<b><u>Engine billed at -</u></b>	<b><u>\$448 per hour</u></b>
<b><u>Truck billed at -</u></b>	<b><u>\$560 per hour</u></b>
<b><u>Miscellaneous equipment billed at -</u></b>	<b><u>\$336.00</u></b>

(F) User fees shall be paid within 60 days of the invoiced date.

(G) Any person violating the provisions of this section shall be fined any sum not exceeding \$500.

(Ord. B2014-21, passed 8-21-14)

All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

This Ordinance shall take effect and be in force immediately upon its passage, approval, and publication as required by law.

**SECOND READING OF ORDINANCE B2018-13 Annual Budget FY18-19**

City Attorney Butler read the following:

**ORDINANCE NO. B2018-13**

**AN ORDINANCE ADOPTING THE CITY OF BARDSTOWN, KENTUCKY, ANNUAL BUDGET FOR THE FISCAL YEAR, JULY 1, 2018, THROUGH JUNE 30, 2019, ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY GOVERNMENT.**

**WHEREAS,** an annual budget proposal and message has been prepared and delivered to the City Council; and,

**WHEREAS,** the City Council has received the budget proposal and made desired modifications;

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF BARDSTOWN, COMMONWEALTH OF KENTUCKY:

Section I

That the annual budget for the fiscal year beginning July 1, 2018, and ending June 30, 2019, is hereby adopted as follows; and

**CITY OF BARDSTOWN  
SUMMARY OF OPERATING BUDGET FY19**

	Revenues	Expenses	Total Revenue over (under) Expenditures
<b>GENERAL FUND</b>			-
Administration	37,500	597,783	(560,283)
Police	195,000	3,120,800	(2,925,800)
Recreation	141,000	547,350	(406,350)
Pool	54,000	75,000	(21,000)
Fire	354,000	2,215,130	(1,861,130)
COBEC	61,000	95,050	(34,050)
Finance	7,638,000	691,020	6,946,980
Street	555,050	1,570,900	(1,015,850)
<b>GENERAL FUND BUDGET</b>	<b>9,035,550</b>	<b>8,913,033</b>	<b>122,517</b>
<b>ENDING BALANCE</b>			<b>122,517</b>

<b>COMBINED UTILITIES</b>			
<b>Prior Year Fund Balance</b>			-
Electric	17,307,500	16,927,600	379,900
Water	7,871,500	7,557,361	314,139
Sewer	11,060,500	11,032,158	28,342
Cable Net	10,700,000	10,611,033	88,967
Garbage	1,831,000	1,503,800	327,200
<b>COMBINED UTILITIES BUDGET</b>	<b>48,770,500</b>	<b>47,631,952</b>	<b>1,138,548</b>
<b>TRANSFER TO CONSTRUCTION FUND</b>			
<b>ENDING BALANCE</b>			<b>1,138,548</b>

**GENERAL FUND & COMBINED**

**UTILITIES ENDING BALANCE                      57,806,050                      56,544,985                      1,261,065**

Section II

That any and all ordinances inconsistent with the ordinance are hereby repealed; and

Section III

That this ordinance shall take effect July 1, 2018 after its passage and publication as required by law.

A copy of the complete budget is available for inspection in the office of the City Clerk, 220 N. 5th Street, Bardstown, KY 40004 from 8:00 a.m. until 4:30 p.m., Monday through Friday.

COUNCILMAN DONES MOVED TO ADOPT ORDINANCE B2018-13 ANNUAL BUDGET FY17-18 AS READ IN SUMMARY. THE MOTION WAS DULY SECONDED BY COUNCILMAN COPELAND.

THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:

COUNCILMAN KELLEY	-	AYE
COUNCILMAN COPELAND	-	AYE
COUNCILMAN BUCKMAN	-	AYE
COUNCILMAN WILLIAMS	-	AYE
COUNCILMAN SHECKLES	-	ABSENT
COUNCILMAN DONES	-	AYE

MAYOR HEATON THEN DECLARED ORDINANCE NO. B2018-13 ADOPTED. IT WILL BE RECORDED IN ORDINANCE BOOK NO. 10, PAGE NO. \_\_\_\_\_.

**REPORTS OF STAFF AND COMMITTEES**

Mayor Heaton presented the Safety Committee Meeting Minutes from 6/14/2018. There had been quite a bit of discussion earlier in the Council Meeting regarding the new fee structure for Fire Department services. Councilman Kelley shared that Police Chief Kraeszig provided the committee with an update on the status of the body camera project.

Councilman Williams reported that the Recreation Department Meeting scheduled for 6/28/2018 has been cancelled due to the considerably higher volume of projects for the Recreation Department this time of year.

**MAYOR’S REPORT**

Mayor Heaton commended the First Responders and City Public Works staff for their response efforts in the partial collapse of a Barton Distillery warehouse. The safety of the people on the property was the number one priority, then containment of the spill was paramount. Public Works crews and others were on site through the night and into the morning hours. Many people were still there late Saturday and had the spill contained by Sunday. Not everyone is aware of the critical role the Public Works crews play in situations like this, staying all night to mark underground sewer lines to avoid with the large excavating equipment being used to dig up retention ponds. A lot of coordination took place between the city, the county and the Barton subcontractors.

**PROPERTY TAX MORATORIUM – 127 North 3<sup>rd</sup> Street**

The Mayor and Council discussed the intended use of the property to be a twenty one (21) room motel with a substantial monetary investment.

**UPON MOTION BY COUNCILMAN BUCKMAN, DULY SECONDED BY COUNCILMAN WILLIAMS, THE PROPERTY TAX MORATORIUM APPLICATION WAS APPROVED FOR 127 NORTH 3<sup>RD</sup> STREET. MOTION CARRIED 5 TO 0.**

**APPOINTMENT TO HUMAN RIGHTS COMMISSION**

Karen Scout was presented as the appointment to the Human Rights Commission to fill the unexpired term of Jodi Jenkins who recently passed in a tragic car accident. The term of this appointment ends on 03/01/2019.

**UPON MOTION BY COUNCILMAN COPELAND, DULY SECONDED BY COUNCILMAN DONES, KAREN SCOUT WAS APPOINTED TO THE HUMAN RIGHTS COMMISSION TO FILL THE UNEXPIRED TERM OF JODI JENKINS. MOTION CARRIED 5 TO 0.**

**MUNICIPAL ORDER M2018-04 PERSONNEL POLICY MANUAL**

City Attorney read M2018-04 Personnel Policy Manual in full.

**MUNICIPAL ORDER NO. M2018-04**

MUNICIPAL ORDER AMENDING THE PERSONNEL POLICIES AND PROCEDURES ESTABLISHED IN MUNICIPAL ORDER NO. 91-8 AND AMENDED IN FULL IN MUNICIPAL ORDER NO. 2000-7 AND AMENDED IN MUNICIPAL ORDER NOS. 2003-16; 2004-4; 2007-8; 2008-08; 2009-07, 2009-15, 2011-03, 2013-03, 2013-17, 2014-11 AND 2015-22.

**WHEREAS:** The City of Bardstown recognizes that a personnel system which is designed to ensure the recruitment and retention of a competent, productive workforce is essential to both effective and efficient local government; and

**WHEREAS:** It is essential to have personnel policies and procedures in writing delineating all aspects of employment with the City and available to each of the employees; and

**WHEREAS:** The current personnel policies and procedures have not had a full and complete amendment in almost 2 (two) decades.

**NOW THEREFORE BE IT ORDERED** by the City Council of Bardstown, Commonwealth of Kentucky, that the PERSONNEL POLICIES attached hereto, be adopted in full to represent the true and accurate guidelines for employment with the City of Bardstown.

After the Reading, HR Director/Risk Manager Ashworth provided an overview of the reason for the complete overhaul and the process he went through to develop a more current procedural manual. Mayor Heaton reiterated the need for the update and commended HR Director/Risk Manager Ashworth for his hard work on this project. Councilman Copeland appreciated how readable and easy to follow the document was. Councilman Kelley provided page numbers for two administrative edits to be made.

**UPON MOTION BY COUNCILMAN DONES, DULY SECONDED BY COUNCILMAN WILLIAMS, MUNICIPAL ORDER 2018-04 PERSONNEL POLICY MANUAL WAS APPROVED. MOTION CARRIED 5 TO 0.**

### **ANNOUNCEMENTS**

Mayor Heaton announced that the annual Mosquito Spray program was to begin at dusk. A total of six (6) sprays are scheduled for the season, with one (1) additional toward the end of the year if needed.

Councilman Copeland reminded the Mayor and Council of the upcoming Kentucky League of Cities (KLC) Conference being held in Louisville in September.

Mayor Heaton announced that he will likely schedule a Finance Committee meeting on Thursday, 7/19/2018 at 5:00pm to discuss how to finance the upcoming improvements to the Fire Department and at City Hall for the expansion of the Cable and Electric Departments along with the improvements to the Public Works Shop.

Mayor Heaton has elected to cancel the Working Session scheduled for 7/03/2018. It is one day before the 4<sup>th</sup> of July holiday and most of the critical business for the City has been taken care of in the last two meetings.

Fire Chief Mattingly announced the new “Ambassador” to the City of Bardstown Fire Department will have a revealing ceremony at the Fire House on Friday, 6/29/2018 at 11:00am. Residents are invited to attend.

### **CEMETERY DEEDS**

**THE CEMETERY DEEDS FOR BARBARA EDWARDS, YOSIA ELIAS AND STEVE AND DIANA LEACHMAN WERE APPROVED BY UNANIMOUS CONSENT.**

### **ADJOURNMENT**

**COUNCILMAN BUCKMAN MOVED TO ADJOURN THE MEETING AT 8:11 PM. THE MOTION WAS DULY SECONDED BY COUNCILMAN COPELAND AND CARRIED BY A VOTE OF 5 TO 0.**

**CITY OF BARDSTOWN**

\_\_\_\_\_  
J. Richard Heaton, Mayor

**ATTEST:**

\_\_\_\_\_  
Mary Riley, City Clerk