

**CITY OF BARDSTOWN, KENTUCKY**  
**WORKING SESSION CITY COUNCIL MEETING MINUTES**  
**2/05/2019**  
**5:00 PM**

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

Councilman Joe Buckman - absent  
Councilman David Dones  
Councilman Betty Hart  
Councilman Franklin Hibbs IV  
Councilman Bill Sheckles  
Councilman Roland E. Williams

Others present: City Attorney Audrey Haydon, City Clerk Mary Riley, HR Director/Risk Manager Greg Ashworth, City Civil Engineer Jessica Filiatreau, Police Chief Kim Kraeszig, Assistant Fire Chief Todd Spalding, new Police Officer Daniel Stark and his girlfriend Sasha Hardings, Physical Therapists Elliot and Amanda Mattingly, Nelson County Gazette Reporter Jim Brooks, Kentucky Standard Reporter Randy Patrick, and Reporter Matt Gordon from PLG-TV. Various other citizens who were in support of the Bourbon City Mile event were in attendance.

**SWEARING IN CEREMONY OF POLICE OFFICER DANIEL STARK**

Police Chief Kraeszig introduced Officer Stark and provided an overview of his background. Police Officer Stark thanked the Mayor and Police Chief Kraeszig for this opportunity to serve the community and indicated he is excited to be here.

Mayor Heaton administered the Oath of Office to Police Officer Daniel Stark which was followed by congratulatory applause.

**MAYOR'S REPORT**

Mayor Heaton indicated he was taking care of the business of the city and cautioned that the agendas for the remainder of the month will be much heavier.

**MINUTES**

**THE MINUTES FOR THE 1/22/2019 REGULAR COUNCIL MEETING WERE APPROVED BY UNANIMOUS CONSENT.**

**BOURBON CITY MILE – FIVE (5) ONE-MILE RUNS ON NATIONAL BOURBON DAY - 6/14/2019**

Elliot and Amanda Mattingly explained the concept for the five runs on the evening of National Bourbon Day which is 6/14/2019. Their goal is to bring people from outside Bardstown to participate in a family-friendly event. The event would celebrate our town and bourbon, with a series of five 1-mile races with the finish line on the steps of Spalding Hall. Also included will be food trucks, bourbon tastings and tours of the Oscar Getz Museum. The focus on an eco-friendly event will be emphasized with no use of plastic products and t-shirts made of recycled cotton and plastic bottles. The organizers intend to donate some of the proceeds to restore or establish hiking and walking trails in the city.

**UPON MOTION BY COUNCILMAN WILLIAMS, DULY SECONDED BY COUNCILMAN HART, THE BOURBON CITY MILE EVENT WAS APPROVED. MOTION CARRIED 5 TO 0.**

**SECOND READING OF ORDINANCE B2019-02 CLASSIFICATION AND COMPENSATION PLAN**

City Attorney Haydon read Ordinance B2019-02 in summary as follows:

**SUMMARY OF ORDINANCE B2019-02**

**CLASSIFICATION AND COMPENSATION PLAN**

**AN ORDINANCE AMENDING AND ADOPTING AS AMENDED AN ORDINANCE STYLED: “AN ORDINANCE CREATING CLASSIFICATION PLAN AND COMPENSATION PLAN.”**

This Ordinance amends CHAPTER 35, EMPLOYMENT POLICIES, THE CLASSIFICATION PLAN AND COMPENSATION PLAN of the municipal code by: amending the number of Authorized Positions, their title and pay grade and setting the ranges for pay grades for City employees for Fiscal year 2019-2020 and subsequent years.

The amendments and additions reflecting number of positions, title, and pay grade respectively are:

**FINANCE:**

{4} 2

Customer Service Representative I II III ( Part-Time)

103

<u>2</u>	<u>Receptionist (Part Time)</u>	<u>102</u>
<b>POLICE:</b>		
2	<del>{Police Captain}</del> <u>Assistant Police Chief</u>	116
<b>FIRE:</b>		
<del>{1}</del> <u>3</u>	<u>Captain</u> <del>{Fire Marshall}</del> <u>Shift Commander</u>	112
<del>{1}</del>	<del>{Lieutenant Training}</del>	<del>{110}</del>
<del>{10}</del> <u>9</u>	Firefighter/EMT	107
<b>CABLE/INTERNET:</b>		
1	<u>Cable Superintendent</u>	<del>{121}</del> <u>120</u>
<del>{3}</del> <u>4</u>	Cable Technician III	113
<del>{5}</del> <u>4</u>	Cable Installer III	109
<del>{2}</del> <u>3</u>	IT Support Specialist II	108
<del>{3}</del> <u>2</u>	IT Support Specialist I P/T	104
<u>1</u>	<u>Construction Manager</u>	<u>115</u>

This ordinance or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

This ordinance shall be in full force and effect following publication in summary as required by law.

I certify that this summary was prepared by Audrey Haydon, City Attorney.

The complete text of the ordinance is available from the Office of the City Clerk at 220 North 5<sup>th</sup> Street, Bardstown, KY.

**COUNCILMAN DONES MOVED TO ADOPT ORDINANCE B2019-02 AS READ IN SUMMARY. THE MOTION WAS DULY SECONDED BY CONCILMAN HIBBS.**

**THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:**

COUNCILMAN DONES	-	AYE
COUNCILMAN SHECKLES	-	AYE
COUNCILMAN WILLIAMS	-	AYE
COUNCILMAN BUCKMAN	-	ABSENT
COUNCILMAN HART	-	AYE
COUNCILMAN HIBBS	-	AYE

**MAYOR HEATON THEN DECLARED ORDINANCE NO. B2019-02 ADOPTED. IT WILL BE RECORDED IN ORDINANCE BOOK NO. 10, PAGE NO. \_\_\_\_\_.**

**MUNICIPAL ORDER M2019-03 JOB DESCRIPTIONS**

**MUNICIPAL ORDER NO. M2019-03**

**A MUNICIPAL ORDER AMENDING THE JOB DESCRIPTIONS FOR THE CITY OF BARDSTOWN ORIGINALLY ESTABLISHED IN MUNICIPAL ORDER NO. M2018-07.**

**WHEREAS:** The City of Bardstown has created new positions as listed that will require new job descriptions:

- FINANCE DEPARTMENT: Receptionist (Part Time)
- FIRE DEPARTMENT: Captain – Shift Commander
- CABLE/INTERNET: Construction Manager

**AND WHEREAS:** The job descriptions for the established positions as listed below have been amended:

- CABLE/INTERNET: Cable Superintendent
- FIRE DEPARTMENT: Major – Assistant Fire Chief
- FIRE DEPARTMENT: Lieutenant – Station Commander

**NOW, THEREFORE, BE IT ORDERED** by the City Council of Bardstown, Kentucky, that the amended job descriptions attached hereto, be adopted in full to represent the true and accurate definition for the position available as an employee of the City of Bardstown.

**INTRODUCED, SECONDED AND ADOPTED** at a duly convened meeting of the City Council of the City of Bardstown, Kentucky, held on January 5, 2019 and on the same occasion declared it to be in full force and effect according to law.

City Attorney Haydon pointed out that a correction was needed to the month the municipal order was adopted. The document presented stated January 5, 2019. It should read February 5, 2019.

**UPON MOTION BY COUNCILMAN SHECKLES, DULY SECONDED BY COUNCILMAN DONES, MUNICIPAL ORDER M2019-03 JOB DESCRIPTIONS WAS APPROVED WITH THE DATE CORRECTION INDICATED.**

**CORMAN’S CROSSING FORCE MAIN EVALUATION CONTRACT**

City Civil Engineer Filiatreau explained that the 10-inch force main brings sewage from Corman’s Crossing back to town and then on to the Jerry Riley Wastewater Treatment Plant. The line is under pressure and there are multiple stations pumping into it. They don’t communicate with each other which creates a challenge, along with that end of town growing rapidly and proposed developments requesting city sewer service. She must attempt to determine what the current infrastructure can handle and also how much of an increase in capacity can be tolerated due to expansions that are already planned, such as Corman’s Crossing and Miller Springs. It is critical to determine this before any new developments are approved. Total cost of the Corman’s Crossing Force Main Evaluation Project is \$26,500. A portion of the funds for this evaluation will come from developers interested in expanding in this area. Since they would contribute to the load on the force main, they have agreed to help fund the project. The contract presented to City Civil Engineer Filiatreau by HDR Engineering has an error on the first page. City Clerk Riley indicated the corrected version has been received.

**UPON MOTION BY COUNCILMAN SHECKLES, DULY SECONDED BY COUNCILMAN WILLIAMS, THE COUNCIL AUTHORIZED THE MAYOR TO EXECUTE THE CONTRACT BETWEEN THE CITY AND HDR ENGINEERING TO EVALUATE THE CORMAN’S CROSSING FORCE MAIN FOR A TOTAL COST OF \$26,500. MOTION CARRIED 5 TO 0.**

**CEMETERY DEEDS**

Councilman Hibbs recused himself and left the room at 5:31 PM

**THE MOTION TO APPROVE THE FOLLOWING CEMETERY DEEDS WERE APPROVED BY UNANIMOUS CONSENT:**

- a. Dixie Hibbs & Marie Taylor – transfer of one grave to Ronnie D. & Frances J. Clark
- b. Ronnie D. and Frances J. Clark, two graves

Councilman Hibbs returned to the room and rejoined the meeting at 5:32 PM

**THE MOTION TO APPROVE THE REMAINING CEMETERY DEEDS WERE APPROVED BY UNANIMOUS CONSENT:**

- c. Tyra D. Livers, one grave
- d. Alfred E. & Judy A. Underwood, two graves
- e. James N. & Marsha R. Clark, two graves
- f. Robert & Kathy Wilkerson, two graves
- g. Mark Johnson, one grave

**ADJOURNMENT**

**COUNCILMAN WILLIAMS MOVED TO ADJOURN THE MEETING AT 5:33 PM. THE MOTION WAS DULY SECONDED BY COUNCILMAN HIBBS AND CARRIED BY A VOTE OF 5 TO 0.**

**CITY OF BARDSTOWN**

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J. Richard Heaton, Mayor

**ATTEST:**

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Mary Riley, City Clerk