

**CITY OF TAYLORSVILLE  
CITY COMMISSION  
REGULAR MEETING**

**June 13, 2023**

The City of Taylorsville City Commission held a Regular Meeting June 13, 2023, at 5:00 p.m. at the City Hall Annex.

Present were:

Karen Spencer, Mayor  
Kathy Spears, Commissioner  
Diane Bowens, Commissioner

Absent:

Abbigail Nation  
Diana Hilbert

Staff present:

Robert W. Myles, City Attorney  
Harold Compton, Public Works Director  
Brian Sumner, Police Chief  
John Dale, Jr., City Attorney

Steve Biven, City Clerk  
Jan Merzweiler, Co-Treasurer/AP  
Kim Forrest, Co-Treasurer/HR  
Dan Burke, Comptroller

***Item #1- Opening Remarks***

Mayor Spencer called the meeting to order at 5:00 PM. Representative Tipton gave a prayer. Clerk Biven called the roll.

***Item #2 - Public Hearing CDBG Funds – Dustin Duncan, KIPDA***

Dustin Duncan, KIPDA, was present for the Public Hearing Notice of the Kentucky Department of Local Government accepting application material under the 2023 Community Development Block Grant Program. The City of Taylorsville intends to apply for assistance to renovate an existing pharmacy space at 847 Taylorsville Road to support the UofL Health urgent care clinic and family practice.

**Motion was made by Commissioner Spears and seconded by Mayor Spencer to approve the proposed application for assistance to renovate the existing pharmacy space at 847 Taylorsville Road to support the UofL Health urgent care clinic and family practice. Motion carried with a vote of 3-0.**

### **Item # 3 – *Consent Calendar***

Steve Biven, City Clerk, advised the Commission that the minutes for the meetings held in May will be presented at the July Commission meeting. The minutes for May have been delayed due to the end-of-year responsibilities. **Motion was made by Commissioner Spears and seconded by Mayor Spencer to approve the Consent Calendar consisting of payment of bills for the month of May 2023.** Motion carried with a vote of 3-0.

**Item # 4 –** Comments by James Tipton, District 53 Kentucky House of Representatives addressed the Commission stating that he is available to support the Commission.

### **Item #5 – *Comments by the Mayor***

No report was given at this time.

### **Item # 6- *Reports on Meetings Attended by Commission Members***

No reports were given at this time.

### **Item #7 - *Commissioners Report on Departments***

No reports were given at this time.

### **Item #8 – *Financial Report – Andrew Hagan, DMLO***

#### **Financial Report**

- The Cash analysis and deposit collateral reports were provided. We are fully collateralized at all three financial institutions.
- Overtime department totals through May were provided.
- General fund: Financials were included year to date through 05/31/2023.
  - o Year to Date Occupational License Tax is \$421,500.
  - o Year to Date Insurance License Tax is \$301,000.
  - o Property Tax Income is \$223,857.
  - o Sanitation is over budget – all others are under.
- Water and Sewer Financials were included year to date through 05/31/2023.
  - o Water Revenue is 4.2 Million net of refunds.
  - o Sewer Revenue is \$418,000.
  - o Revenue is 9% above budget, expenses 4.7% below budget.
- The Municipal Road Aid Fund Balance as of 05/31/2023.
  - o Bank Balance is \$106,500.

**Item #8 – Police Training**

Brian Massey, Co-Owner of STAT (Strategic Threat Assessment Training), addressed the Commission regarding his company's active shooter and active aggressor training. Mr. Massey came to Chief Brian Sumner to partner with the City of Taylorsville. Mr. Massey proposed for the City of Taylorsville to hire him and Officer Eric Culver to be part-time City of Taylorsville Police Officers. In return Officers Massey and Culver would provide free training for the City of Taylorsville Police Officers and other first responders in Taylorsville utilizing their STAT program which is a \$90,000 value per training session. Officers Massey stated that he and Culver would spend the majority of their time at the Spencer County Schools providing training.

**Item #9 – Ordinance #433 Amending Article V of Planning & Zoning Regulations Establishing Townhouses (2<sup>nd</sup> Reading) – Julie Sweazy, Planning & Zoning**

Julie Sweazy, Planning & Zoning Administrator, was present to give the second reading of Ordinance #433 establishing townhouses.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to approve Ordinance #433 amending article V of Planning & Zoning regulations establishing townhouses. Motion carried with a vote of 3-0.**

**Item #10 – Main Street, Beverly Ingram, Main Street Manager**

Beverly Ingram distributed her hours as Main Street Manager for the month of May. Ms. Ingram asked if the Commission allocated funds in the budget for street sign maintenance. She also asked if the Commission had allocated funds for a pavilion for the upcoming fiscal year. No funds have been allocated thus far for street sign maintenance or a pavilion for the Taylorsville.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to approve Beverly Ingram's contract as Main Street Manager. Motion carried with a vote of 3-0.**

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to approve Beverly Ingram's hours for the month of May. Motion carried with a vote of 3-0.**

**Item #11 – Committee Reports**

**a. Engineering Projects (Joe Sisler, Sisler-Maggard Engineering, LLC)**

- i. **RD Projects** - Joe Sisler, Sisler-Maggard Engineering, LLC gave the Commission a report on the RD projects. Lilly Pike Pump Station is 13.3 % complete. An adjusted invoice from Cornerstone Engineering, Inc. was submitted in the amount of \$60,017.22 for contract work preformed from May 1 to May 31, 2023.

**Motion was made by Commissioner Spears and seconded by Mayor Spears to approve adjusted invoice submitted by Cornerstone Engineering, Inc. in the amount of \$60,017.22 upon staff review. Motion carried with a vote of 3-0.**

**Motion was made by Mayor Spencer and seconded by Commissioner Spears to approve invoice 20013-LP7 submitted by Sisler Maggard Engineering, PLLC. in the amount of \$3,506.44 for design work of Lilly Pike Pump Station. Motion carried with a vote of 3-0.**

- ii. Cleaner Water Program Grant – Joe Sisler, Sisler-Maggard Engineering, LLC reported on the Mill Road project which is 65.2% complete. The McCain Brothers Excavating, LLC submitted an invoice 20013/2023, in the amount of \$355,429.75 for the waterline replacements. All the main lines have been placed. They will be completed in the contracted time, with the extended time that the City approved.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to pay the invoice submitted by McCain Brothers Excavating, LLC in the amount of \$355,429.75 upon staff review. Motion carried with a vote of 3-0.**

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to pay invoice 22023-C5 submitted by Sisler-Maggard Engineering, PLLC in the amount of \$28,184.68 for engineering services for the Mill Road Waterline Relocation project. Motion carried with a vote of 3-0.**

- iii. Sidewalks - Joe Sisler, Sisler-Maggard Engineering, LLC gave the Commission a report on the Sidewalk project.
- iv. Jefferson Street – Kevin Sisler, Sisler-Maggard Engineering, LLC gave the Commission a report on Jefferson Street Streetscape. Kevin Sisler distributed the pricing for the contracted work for Jefferson St. Streetscape. The total construction budget for Jefferson Street Streetscape is \$63,000. Joe Sisler, Sisler-Maggard Engineering, LLC, explained to the Commission that GRW Engineering did work for Jefferson Street that was not paid. Invoice 0061075 in the amount of \$1,500, invoice 0059686 in the amount of \$3,000, and invoice 0059720 in the amount of \$1,500 were submitted for payment. **Motion was made by Mayor Spencer and seconded by Commissioner Bowens to pay all three invoices submitted by GRW Engineering for a total payment of \$ 6,000. Motion carried with a vote of 3-0.**
- v. Potholes – Steve Biven, City Clerk, distributed the pricing for Louisville Paving and Construction to do various repair work on potholes around the Taylorsville area. The lump sum of the scope of work totals \$83,668. The Commission

decided not to proceed with work on Hardin Street in and Hardin Court totaling \$56,768 until a later date. The total sum due from the General Fund is \$19,054 and the total sum due from Water & Sewer Fund is \$7,846 for street repair.

**Motion was made by Commissioner Spears and seconded by Mayor Spencer to pay \$19,054 from the General Fund to Louisville Paving and Construction for pothole repair work. Motion carried with a vote of 3-0.**

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to pay \$7,846 from the Water & Sewer Fund to Louisville Paving and Construction for pothole repair work. Motion carried with a vote of 3-0.**

- vi. School Property on Main Street (Attorney Dale) – Attorney John Dale gave an update on the School property that the City of Taylorsville is purchasing.
- vii. Engineering Contract – Steve Biven, City Clerk, addressed the Commission regarding the Engineering contract renewal with Sisler-Maggard Engineering PLLC.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to enter into a one-year agreement with Sisler Maggard, PLLC to provide all consulting engineering and surveying services. Motion carried with a vote of 3-0.**

#### ***Item #12 – Financial Report, Investments – Dan Burke***

Gail Waldrige and Christine Emerson with German American Bank were present to answer any questions that the Commission had regarding the City of Taylorsville banking needs.

Dan Burke, City Comptroller, stated that he would like to take advantage of the 2.5% interest on banking accounts that the City of Taylorsville has with German American Bank by establishing an investment ordinance with GAB.

Christine Emerson addressed the Commission regarding the other municipalities that she works with, and their banking needs to ensure that they are audit ready. Ms. Emerson discussed the options that the City of Taylorsville can utilize including Collateralized Deposit Accounts, Insured Cash Sweep Accounts, and Certificates of Deposits. Ms. Emerson also advised the Commission regarding recommendation of treasury management services such as Positive Pay.

Dan Burke, City Comptroller, stated that he would like to take advantage of the earning interest on all City of Taylorsville accounts asap.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to take advantage of earning interest on all current City of Taylorsville bank accounts with GAB retroactive to the first of June. Motion carried with a vote of 3-0.**

### **Item #13 – *New Business***

#### **a. Department Report**

##### **i. Utility – Harold Compton, Public Works Director**

- a. Steve Biven, City Clerk, addressed the Commission regarding the answering services contract with Marlene Crammer. The Commission will need to make a motion to renew their contract with Marlene Crammer.

**Motion was made by Mayor Spencer and seconded by Commissioner Spears to renew the two-year contract with Marlene Crammer for answering services. Motion carried with a vote of 3-0.**

- b. Street signs – Harold Compton, Public Works Director, addressed the Commission regarding adding street signs and installing speed bumps on Main Cross and Reasor Street.
- c. Salt Auction – Steve Biven, City Clerk, addressed the Commission regarding the three bids that the City of Taylorsville received for the Salt Auction. Compass Minerals gave the lowest bid of \$115 for 150 tons.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to approve the salt bid with Compass Minerals at a price of \$115/ton. Motion carried with a vote of 3-0.**

##### **ii. Police – Brian Sumner, Police Chief**

- a. Brian Sumner, Police Chief addressed the Commission with the May report. There were 14 citations, 96 complaints, 65 school visits, 0 DUIs, 204 business checks, and 14 county runs that were mostly backups.
- b. Brian Sumner, Police Chief, addressed the Commission regarding the need to sign the SRO contract with Spencer County School Board.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to approve Mayor Spencer signing the new SRO contract between the City of Taylorsville and Spencer County School Board. Motion carried with a vote of 3-0.**

### **Item #14 – General Government**

- a. Spring Cleaning – Steve Biven, City Clerk, addressed the Commission regarding the Spring-Cleaning event that the City of Taylorsville provides for the community. The event will be held from June 29<sup>th</sup> to July 3<sup>rd</sup>. A dumpster will be placed in the City of Taylorsville parking lot for the community to access.

- b. City Hall & Annex Renovations – Bids for City Hall and Annex renovations have been pushed back one week due to the interest from contractors to submit bids. Bids are due on June 23<sup>rd</sup>.
- c. Tourism Appointments – Steve Biven, City Clerk, addressed the Commission regarding the need to appoint a new Tourism Commissioner due to Matt Puckett's resignation. Allen Hayes, owner of Tanglewood Golf Course and The Silver Cup, expressed interest in the position.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to replace Matt Puckett with Allen Hayes for the position of Tourism Commissioner.**

- d. Purchasing Policy Update – Steve Biven, City Clerk, addressed the Commission with the need to change the current Purchasing Policy with the updated amount of \$40,000 or more to require advertisement for bids pursuant to KRS 424.260, materials, supplies, equipment or service involving an expenditure of forty thousand dollars.

**Motion was made by Commissioner Spears and seconded by Commissioner Bowens to update the Purchasing Policy with the new bid limit of \$40,000. Motion carried with a vote of 3-0.**

### ***ADJOURN TO EXECUTIVE SESSION***

#### **Item #14 - Executive Session**

**Motion was made by Commissioner Spears and seconded by Mayor Spencer to Adjourn to Executive Session Pursuant to KRS 61.815, notice is given for the need of a closed session to discuss the following: Motion carried with a vote of 3-0.**

Discussions of matters which might lead to the appointment or reappointment of specific individual employees to specific positions and or/ members and /or the discipline or the dismissal of an employee or member. KRS 61.810(1)(f).

These matters need to be discussed in closed session to protect confidentiality.

Proposed and Pending Litigation, KRS 61.810(1)(c).

These matters need to be discussed in executive session to protect attorney client privilege, strategy, and tactics etc.

Discussions concerning a specific economic development proposal KRS 61.810(1)(g).

These matters need to be discussed in executive session in order to not jeopardize the siting, retention, expansion, or upgrading of a business.

Deliberations on the future acquisition or sale of real property by a public agency; when publicity would be likely to affect the value of the property.

These matters need to be discussed in closed session to protect confidentiality.

**Motion carried with a vote of 3-0.**

### ***RETURN TO OPEN SESSION***

#### **Item #15**

**Motion was made by Mayor Spencer and seconded by Commissioner Spears to return to open session. Motion carried with a vote of 3-0.**

#### **Item #16**

**Motion was made by Mayor Spencer and seconded by Commissioner Spears to hire Dale Massey as a part-time police officer pending a background check and the development of an employment contract. Motion carried 3-0.**

#### **Item #17**

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to hire Eric Culver as a part-time police officer pending a background check and the development of an employment contract. Motion carried 3-0.**

#### **Item #18**

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to hire Doug Des Ruisseaux as a police officer pending a background check. Motion carried 3-0.**

### ***ADJOURN MEETING***

#### **Item #19**

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to adjourn the meeting. Motion carried with a vote of 3-0.**



**Karen Spencer, Mayor**



**Stephen A. Biven, City Clerk**