

**CITY OF TAYLORSVILLE  
CITY COMMISSION  
SPECIAL MEETING**

**December 12, 2023**

The City of Taylorsville City Commission held a Regular Meeting December 12, 2023,  
at 5:00 p.m. at the City Hall Annex.

Present were:

Karen Spencer, Mayor  
Kathy Spears, Commissioner  
Diane Bowens, Commissioner  
Diana Hilbert, Commissioner  
Abigail Nation, Commissioner - Absent

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 – Consent Calendar**

**Motion was made by Commissioner Hilbert and seconded by Commissioner Bowens to approve the Consent Calendar for November. Motion carried with a vote of 4-0.**

**Item #2 – Comments by the Mayor**

No report was given at this time.

**Item # 3- Reports on Meetings Attended by Commission Members**

No report was given at this time.

**Item #4 - Commissioners Report on Departments**

No report was given at this time.

**Item #5 – Main Street, Beverly Ingram, Main Street Manager**

Beverly Ingram, Main Street Manager, gave her report for November.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve Beverly Ingram's hours for work as Main Street Manager. Motion carried with a vote of 4-0.**

**Item #6 – Committee Reports**

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

- i. **Lilly Pike Pump Station** – Joe Sisler, Sisler-Maggard Engineering, LLC reported that the Lilly Pike Pump Station project is 83.59% complete. Cornerstone Engineering, Inc. submitted invoice 6 for project number 20013 in the amount of \$56,363.37.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to pay the invoice submitted by Cornerstone Engineering in the amount of \$56,363.37 upon staff review. Motion carried with a vote of 4-0.**

**Motion was made by Commissioner Hilbert and seconded Mayor Spencer to approve payment of invoice 20013-LP13 in the amount of \$6,063.90 submitted by Sisler-Maggard Engineering, PLLC for Lilly Pike Pump Station project pending staff review. Motion carried with a vote of 4-0.**

Harold Compton, Public Works Director, has a quote for the electrical work that needs to be completed on the Lilly Pike Pump Station generator. The work for the electrical on the generator at Lilly Pike Pump Station is separate from the original contract with Cornerstone Engineering, Inc.

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to approve payment in the amount of \$9,358.00 quoted for the electrical work on the Lilly Pike Pump Station generator. Motion carried with a vote of 4-0.**

- ii. **Cleaner Water Program Mill Road-** Joe Sisler, Sisler-Maggard Engineering LLC, advised the Commission that the retainage of \$43,485.89 for the Mill Road project is due.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to pay the retainage of \$43,485.89 on the Mill Road project to McCain Brothers Excavating, LLC. Motion carried with a vote of 4-0.**

Joe Sisler, Sisler-Maggard Engineering LLC, advised the Commission that they would need to approve the Certificate of Project Completion for project 22CWW154, grant awarded in the amount of \$710,000 and 21CWW200, grant awarded in the amount of \$1,183,000.

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to approve Certificate of Project Completion 22CWW154. Motion carried with a vote of 4-0.**

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve Certificate of Project Completion 21CWW200. Motion carried with a vote of 4-0.**

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to pay Sisler-Maggard Engineering LLC, final administrator invoice for the Mill Road project in the amount of \$698.00. Motion carried with a vote of 4-0.**

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to approve payment of \$1,973.29 for the final invoice submitted for legal services by John D. Dale, Jr. on the Mill Road project. Motion carried with a vote of 4-0.**

- iii. Kevin Sisler, Sisler-Maggard Engineering LLC, gave the Commission City/County Sewers.

Steve Biven, City Clerk, addressed the commission regarding a request by County Judge Executive Scott Travis, to get a estimates for the county running sewer lines from the school to the City of Taylorsville sewer system. He asked for a motion by the Commission to allow Sisler-Maggard Engineering LLC, to put together a rough estimate of cost to run a sewer line from the new school location to the city sewer.

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to approve Sisler-Maggard Engineering preparing an estimate of costs to run a sewer line from the new school location to the city sewer. Motion carried with a vote of 4-0.**

Steve Biven, City Clerk, addressed the Commission regarding a request from Judge Executive Scott Travis, to run a sewer line from the northern part of the county around the city of Taylorsville to the sewer treatment plant. Judge Travis is trying to get funding for the project. It would require the City of Taylorsville to

draw a design for a project profile that can be submitted to the Division of Water for funding.

Commissioner Spencer addressed the Commission her concerns that the county follows the 201 plan procedures. There will need to be a project plan that the Commission will need to approve. The property that is under the 201 plan is the City's property which would have to be annexed to the county.

- iv. Sidewalk – Steve Biven, City Clerk, distributed the cost estimate that Sisler-Maggard Engineering prepared for the sidewalk projects in three phases. The project phases are curb & gutter section from Dollar General to Main School entrance in the amount of \$157,125. The second phase, S.R. 44 from signal light to 2<sup>nd</sup> School entrance in the amount of 214,550. The third phase is the entrance at the parking lot to crossing at the light in the amount of 134,050. There was discussion that the school board and Spencer County would like to contribute to the funding for the project, but no amount was given.

Steve Biven, City Clerk, addressed the Commission regarding compensation to Sisler-Maggard for the additional work that they are doing on the sidewalks.

**Motion was made by Commissioner Hilbert and seconded by Commissioner Bowens to compensate Sisler-Maggard Engineering for the additional work, which includes travel to the site and new plan designs that they are doing on the sidewalk project. Motion carried with a vote 4-0.**

- v. **Jefferson St. Streetscape-**

Kevin Sisler, Sisler-Maggard Engineering, PLLC, addressed the Commission regarding the progress of Jefferson Street. Phase one of the light installation is complete. Lights for the bridge have been ordered.

#### **Item #7 – Old Business**

- i. **Tourism Board Appointment**

Steve Biven, City Clerk, addressed the Commission regarding a request by Andrianna Marshall to approve Steve Conte be appointed to the Commission of the Tourism Board.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to appoint Steve Conte to the Tourism Board Commission. Motion carried with a vote of 4-0.**

**ii. City Hall & Annex Renovation**

Steve Biven, City Clerk, addressed the Commission with an update on the City Hall and Annex roof projects. All bids for the project were to be submitted on Friday, November 17<sup>th</sup> by 3:30pm.

**Item #8 – New Business**

**i. Nuisance Abatement – Steve Fowler**

Steve Fowler gave the nuisance abatement report for November. Mr. Fowler sent letters to property owners that were not taking care of their lawns. Mr. Fowler sent a request to the owners of the Old South storage units to maintain their property.

Mr. Fowler addressed the Commission regarding the Butcher Block. They have not complied with the City's nuisance ordinance and the sewer ordinance. Mr. Fowler asked how the Commission would like to move forward with the Butcher Block. Robert Myles, City Attorney, addressed the Commission regarding establishing a Nuisance Abatement Board. Attorney Myles stated that he would issue a citation on the Butcher Block if the Commission didn't have people to appoint to the Nuisance Abatement Board.

The Commission submitted Michael Thompson, Michael Shelburne, and Callie Wernert to serve on the Nuisance Abatement Board.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to appoint Michael Thompson, Michael Shelburne, and Callie Wernert to serve on the Nuisance Abatement Board. Motion carried with a vote of 4-0.**

**ii. School Property Development (Field on Rev. Burton Way)**

Steve Biven, City Clerk, addressed the Commission regarding a preliminary discussion with the Spencer County Schools. The school would like to develop the field on Rev. Burton Way. The school would like to know if the City would like to have input on how they can plan and develop the property for the community.

**iii. School Building Purchase (On Main St.)**

Removed from agenda due to Commissioner Spears missing required documentation on the purchase. This item will be addressed at a later date.

iv. **Financial Report – Dan Burke**

**Commission Report  
Key Financial Data  
General Government**

FYE 6.30.24

**General Government**

	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>
<b>Total Current Assets</b>	<b>2,011,837</b>	<b>1,927,093</b>	<b>2,009,581</b>	<b>2,236,234</b>
<b>Revenue:</b>	<b>130,282</b>	<b>22,635</b>	<b>219,425</b>	<b>275,379</b>
<b>Expenses:</b>	<b>111,375</b>	<b>117,881</b>	<b>137,837</b>	<b>112,583</b>
<b>Net Income from Operations:</b>	<b>111,375</b>	<b>117,881</b>	<b>137,837</b>	<b>112,583</b>
<b>Total Other Income and Expense:</b>	<b>7,490</b>	<b>7,003</b>	<b>7,463</b>	<b>7,970</b>

**Commission Report  
Key Financial Data  
Water and Sewer**

FYE 6.30.24

**Water and Sewer**

	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>
<b>Revenue:</b>	<b>508,780</b>	<b>580,417</b>	<b>516,737</b>	<b>528,239</b>
<b>Expenses:</b>	<b>372,855</b>	<b>354,114</b>	<b>318,796</b>	<b>383,815</b>
<b>Net Income from Operations:</b>	<b>(17,818)</b>	<b>58,160</b>	<b>43,038</b>	<b>11,726</b>
<b>Total Other Income and Expense:</b>	<b>328,587</b>	<b>20,822</b>	<b>22,049</b>	<b>24,612</b>
<b>Net Income (Loss)</b>	<b>310,769</b>	<b>78,982</b>	<b>65,088</b>	<b>36,338</b>

**a. Alliance Billing Software Upgrade Update**

Dan Burke, Comptroller, addressed the Commission with an update on the Alliance software upgrade. Mr. Burke stated that we have narrowed it down to three software developers. One of the big challenges is bringing the history in Alliance to a new system.

**b. Audit**

Steve Biven, City Clerk, addressed the Commission regarding the approval of the City of Taylorsville audit completed by Paul Maddox, Maddox & Associates CPAs Inc. He also submitted the invoice submitted by Paul Maddox for the 2022/2023 Audit.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to approve the 2022/2023 Audit performed by Paul Maddox, Maddox & Associates CPAs Inc. Motion carried with a vote of 4-0.**

**Motion was made by Commissioner Hilbert and seconded by Commissioner Bowens to pay invoice 23-2022 submitted by Maddox & Associates CPAs Inc. in the amount of \$13,000. Motion carried with a vote of 4-0.**

Steve Biven, City Clerk, addressed the Commission with a letter submitted by Paul Maddox to continue performing the City of Taylorsville audits for the next three years at and rate schedule of 2024 – \$14,000, 2025 - \$14,500, and 2026 - \$15,000.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to continue the contract with Paul Maddox, Maddox & Associates CPAs Inc. for a term of three years. Motion carried with a vote of 4-0.**

**c. Credit Limit on business credit cards**

Steve Biven addressed the Commission with a need to increase the credit limit on business credit cards.

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to increase the credit limit on Jan Merzweiler and Kim Forrest business credit cards to \$3,000. Motion carried with a vote of 4-0.**

**d. School Property (Attorney Dale)**

John Dale Jr., City Attorney, addressed the Commission regarding the paperwork on the purchase of the School property and the closing date and time. They will need a cashier's check to take to closing.

***ADJOURN TO EXECUTIVE SESSION***

**Item #9 – Executive Session**

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to Adjourn to Executive Session Pursuant to KRS 61.815, notice is given for the need of a closed session to discuss the following:**

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.

**Motion carried with a vote of 4-0.**

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

### **Item # 10 – Reconvene Regular Meeting**

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to come out of the Executive session and reconvene in regular session. Motion carried with a vote of 4-0.**

### **Item # 11 - New Business**

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

- a. Brian Sumner, Police Chief addressed the Commission with the November report. There were 4 citations, 127 complaints, 110 school visits, 0 DUIs, 218 business checks, and 14 county runs that were mostly backups.
- b. The police calendar will be delayed but should be out next week.

**Motion was made by Commissioner Hilbert and seconded by Mayor Spencer to hire Joseph O'Toole as a City of Taylorsville Police Officer pending a background check and drug screening. Motion carried with a vote of 4-0.**

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

Harold Compton, Public Works Director, had no report to give in the regular session meeting.

### **Item # 12 - Legal**

#### **a. Garbage Contract**

Steve Biven, City Clerk, distributed the City garbage contract with Rumpke.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve the contract between the City of Taylorsville and Rumpke for garbage services. Motion carried with a vote of 4-0.**

#### **b. City Hall & Annex Renovations - Robert Myles, City Attorney**

Attorney Myles addressed the Commission with an update on the roof renovation. The drive-thru window will need to be closed when the City Hall roof is being installed.



**c. Ordinance #442 – Hours for Lawful Sale of Alcohol**

Robert Myles, City Attorney, gave the second reading of Ordinance #442 – Hours for lawful sale of alcohol for the City of Taylorsville.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to approve Ordinance # 442 – Hours for lawful sale of alcohol for the City of Taylorsville. Motion carried with a vote of 4-0.**

***ADJOURN TO EXECUTIVE SESSION***

**Item #13 - Executive Session**

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert 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 4-0.**

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.

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

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.

***RETURN TO OPEN SESSION***

**Item #14**

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to return to open session. Motion carried with a vote of 4-0.**

***ADJOURN MEETING***

**Item #15**

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to adjourn the meeting. Motion carried with a vote of 4-0.**

A handwritten signature in cursive script, reading "Karen Spencer", written over a horizontal line.

**Karen Spencer, Mayor**

A handwritten signature in cursive script, reading "Stephen A. Biven", written over a horizontal line.

**Stephen A. Biven, City Clerk**