

**CITY OF TAYLORSVILLE  
CITY COMMISSION  
REGULAR MEETING**

**May 14, 2024**

**The City of Taylorsville City Commission held a Regular Meeting on May 14, at 5:00 p.m.  
at the City Hall Annex.**

Present were:

Karen Spencer, Mayor  
Kathy Spears, Commissioner  
Diane Bowens, Commissioner  
Diana Hilbert, Commissioner  
Abbigail Nation, Commissioner

Staff present:

Steve Biven, City Clerk  
Jan Merzweiler, Co-Treasurer/AP  
Stacey Crenshaw, Front Office Lead

Harold Compton, Public Works Director  
Dan Burke, Comptroller  
Brian Sumner, Police Chief

**Item #1 – Consent Calendar**

**Motion was made by Commissioner Nation and seconded by Commissioner Hilbert  
to approve the minutes for April, with correction to the date of the minutes dated  
April 29, 2024 that should have been dated April 25, 2024. Motion carried with a  
vote of 5-0.**

**Item #2 – Comments by the Mayor**

No report given at this time.

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

No report was given at this time.

**Item #4 – Old South Code Enforcement, Joyce Nalley**

Joyce Nalley, resident of Old South Plantation neighborhood, addressed the Commission with a complaint of the damages that were caused by the development of the storage units that are located next to Old South Plantation. Joyce Nalley addressed the issues with planning and zoning.

Robert Myles, City Attorney, stated that the City of Taylorsville would be able to address some of the issues that they are having under nuisance ordinance 440. Mr. Fowler, Citation officer, will address the violations to nuisance ordinance 440.

**Item #5 – Scott Travis, County Judge Executive**

Scott Travis, County Judge Executive, addressed the Commission with an update on the events taking place in Taylorsville and Spencer County.

- The UofL Clinic project will be starting soon. Judge Travis stated that the UofL Clinic project has been a success story of the City of Taylorsville and Spencer County working together to ensure that the UofL Clinic project is completed.
- The new animal shelter should be completed in the fall of 2024. They will need the City to work with them to hook up the water and sewer for the facility. They will be getting an easement with the Spencer County School Board so that they can bring water into the animal shelter.
- The Department of Transportation has approved building a road that will go under the bridge on Taylorsville Road to connect the parks and help with the traffic in that area.
- Spencer County has purchased five acres of property next to Country Mart to build a pavilion and a farmers' market. The County would like to work with the City of Taylorsville to install water and sewers. The County plans to build a 34-foot-wide road for the entrance of the farmer's market.
- The County has selected two members for the Park Committee to study school property use.
- The County has a sanitation district that has recently been seated. There is an opportunity in the budget to work with the City of Taylorsville to upgrade the sewer system to meet the needs of the residents of Taylorsville and to accommodate more growth in Spencer County and Taylorsville.

**Item #6 – Main Street (Beverly Ingram, Main Street Manager)**

Beverly Ingram, Main Street Manager, gave the report for Main Street for the month of April.

Steve Biven, City Clerk, asked Ms. Ingram if she could give an update on the house located at 114 W. Main Street that is in disrepair. Ms. Ingram said that Habitat for Humanity will be going into the house to see if the house is structurally sound for them to renovate the home.

**Motion was made by Mayor Spencer and seconded by Commissioner Nation to approve Beverly Ingram's hours for work as Main Street Manager. Motion carried with a vote of 5-0.**

## **Item #7 – Committee Reports**

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

- i. **Mill Road** – Joe Sisler, Sisler-Maggard Engineering, LLC addressing the Mill Road Grant. The City of Taylorsville has been approved for \$254,000 in grant funding. Mr. Sisler addressed the Commission regarding the approval of an extended grant funding in the amount of \$209,538.73. The Mayor will need to sign the Cleaner Water Grant Increase Request for the increased grant funding of \$209,538.73. The Commission will need to pass a Resolution accepting the grant, amending the budget, and designating an authorized official and certificate of recording officer. The payment will be made in total and should take approximately six weeks to receive.
- ii. **Lilly Pike Pump Station** – Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission with an update on Lilly Pike. The electric panels have been received and installed. They are waiting for the pump manufacturer to do the startup.
- iii. **Cast Iron Pipe** – Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission regarding the replacement of cast iron pipe and asbestos cement pipe that is in some sections of Taylorsville Road, Houston Court, and Route 44. The AC Pipe replacement on Mt Washington Rd. has been approved. The project is estimated at \$460,000 and will be eligible for 100% grant money. Sisler Maggard Engineering will be submitting paperwork to receive grant funds after they receive approval from the Department of Water.
- iv. **Hwy 660 Pump Station**  
  
Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission with an update of the Hwy 660 pump station. They are in the process of acquiring the property to build the new pump station. The design of the 660 Pump Station is completed.
- v. **Asset Inventory Report**  
  
Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission with an update to the asset inventory report. The Water/Sewer Department has completed documenting the sewer assets. Mr. Sisler will begin the Asset Inventory report.

vi. **Sidewalk –**

Sisler-Maggard Engineering submitted new drawings to complete the section of the sidewalk along Hwy 44 using the TAP funds. The design has been submitted to the highway department. They are waiting for approval for an encroachment permit. The bond is set at \$28,000 to acquire the encroachment permit. The City carries a perpetual bond that the Water Department has for work that it does in Spencer County.

vii. **Jefferson St. Streetscape-**

The light poles on the bridge have been installed but they are not solar lights. The bridge has no electricity because the conduit was damaged during construction. The City will be responsible for repairing the damaged conduit so electricity can be installed.

v. **Lights on Main Street-**

Steve Biven, City Clerk, addressed the Commission regarding the streetlights on Main Street and on Garrard Street which differ in color. The lights on Garrard Street are uniform but differ in color from Main Street. Harold Compton, Public Works Director, advised the Commission regarding the options that they have in replacing the lights. The decision was made to purchase and install white light bulbs.

*Commissioner Nation left the meeting at 6:16 p.m.*

**Item # 8 – Old Business**

Steve Biven, City Clerk, addressed the Commission regarding the Block grant agreement. Mr. Biven advised the Commission that Mayor Spencer will need to sign the Block Grant Agreement for the UofL Clinic project.

**Motion was made by Commissioner Hilbert and seconded by Mayor Spencer to approve Mayor Spencer signing the Block grant agreement for the UofL Clinic project. Motion carried with a vote of 4-0.**

## Item # 9 – New Business

### i. Financial Report – Dan Burke, City Comptroller

	Year to Date	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
<b>General Gov Fund</b>											
<b>Revenue:</b>											
Actual FY24	1,479,389	143,560	130,282	22,635	219,425	275,379	132,718	172,242	116,211	79,206	187,731
Budget FY24	1,238,851	101,775	101,775	101,775	150,175	196,375	156,775	123,775	102,142	102,142	102,142
Actual FY23	1,188,861	134,637	115,243	19,458	160,061	233,695	81,907	174,786	107,017	26,517	135,539
<b>Oper Income:</b>											
Actual FY24	(4,247)	25,170	18,906	(95,246)	81,588	162,796	(222,715)	45,314	(24,324)	(39,878)	44,143
Budget FY24	(260,403)	(27,848)	(27,848)	(237,848)	20,552	66,752	27,152	(5,848)	(25,156)	(25,156)	(25,156)
Actual FY23	108,745	58,265	12,160	(85,246)	35,340	104,796	(31,072)	63,110	11,241	(100,390)	40,540
<b>Non-Oper Income:</b>											
Actual FY24	89,302	3,169	7,490	7,003	7,463	7,970	8,810	16,383	8,246	11,296	11,472
Budget FY24	1,333	133	133	133	133	133	133	133	133	133	133
Actual FY23	11,417	70	114	130	132	206	229	9,898	210	229	199
<b>Total Income:</b>											
Actual FY24	85,055	28,338	26,397	(88,243)	89,050	170,766	(213,905)	61,696	(16,078)	(28,582)	55,615
Budget FY24	(259,070)	(27,715)	(27,715)	(237,715)	20,685	66,885	27,285	(5,715)	(25,023)	(25,023)	(25,023)
Actual FY23	120,162	58,335	12,274	(85,117)	35,472	105,002	(30,842)	73,008	11,451	(100,161)	40,739
<b>Street Department</b>											
<b>Expenses:</b>											
Actual FY24	140,873	16,303	8,304	7,928	43,937	11,545	6,937	13,815	8,223	4,195	19,686
Budget FY24	128,735	12,873	12,873	12,873	12,873	12,873	12,873	12,873	12,873	12,873	12,873
Actual FY23	91,141	8,957	9,021	9,048	9,051	9,050	9,082	9,350	5,268	6,731	15,581
<b>Police Department</b>											
<b>Expenses:</b>											
Actual FY24	785,990	53,313	75,673	87,946	66,118	78,658	88,648	72,480	82,960	89,411	90,783
Budget FY24	860,347	86,521	86,521	86,521	86,521	86,521	86,521	86,521	84,900	84,900	84,900
Actual FY23	628,458	57,334	53,465	77,008	59,335	59,078	81,086	68,660	54,901	73,858	43,731

	Year to Date	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24
<b>Water &amp; Sewer Dept.</b>											
<b>Revenue:</b>											
Actual	5,113,480	594,825	508,780	580,417	516,737	528,239	475,338	485,326	475,974	446,965	500,880
Budget	5,178,394	518,048	518,048	518,048	518,048	518,048	518,048	518,048	518,048	518,048	515,964
Prior Year	4,693,012	566,823	511,292	521,962	465,852	476,760	417,714	468,553	427,860	423,058	413,139
<b>Oper Income:</b>											
Actual	4,059	183,750	(17,818)	58,160	43,038	11,726	(78,804)	9,700	(86,142)	(55,620)	(63,930)
Budget	(70,970)	(6,889)	(6,889)	(6,889)	(6,889)	(6,889)	(6,889)	(6,889)	(6,889)	(6,889)	(8,972)
Prior Year	172,133	59,428	49,280	40,559	38,330	84,301	(51,672)	30,429	(11,133)	(61,475)	(5,914)
<b>Non-Oper Income:</b>											
Actual	522,812	18,812	328,587	20,822	22,049	24,612	24,582	23,750	23,245	24,304	12,048
Budget	56,250	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	3,750
Prior Year	727,085	249	733	1,103	1,536	1,628	2,151	1,749	1,546	423,852	292,538
<b>Total Income:</b>											
Actual	526,871	202,562	310,769	78,982	65,088	36,338	(54,222)	33,450	(62,897)	(31,316)	(51,882)
Budget	(14,720)	(1,055)	(1,055)	(1,055)	(1,055)	(1,055)	(1,055)	(1,055)	(1,055)	(1,055)	(5,222)
Prior Year	899,217	59,677	50,013	41,662	39,866	85,929	(49,522)	32,178	(9,587)	362,377	286,624

a. **Budget -**

Mr. Burke addressed the Commission regarding the calendar for the upcoming budget. The Commission will meet to begin the review process of the budget on May 21<sup>st</sup> at 5:00 p.m. and will continue to review and approve the budget at the second regular meeting on May 28<sup>th</sup> at 5:00 p.m.

b. **Alliance billing software -**

Mr. Burke addressed the Commission with an update on the Alliance billing software. The City would like to upgrade to the Alliance G5 billing software. There is a \$3000.00 per month increase in rate for the G5 billing software. The expense of the upgrade will be in the 2025/2026 budget. The contract will need to be signed by the end of the month.

c. **Property Tax Collection –**

Mr. Burke addressed the Commission regarding the unpaid property tax. The unpaid property tax is less than \$800 which is lower than the City has had in years.

d. **HomeServe Water Line Insurance-**

Mr. Burke addressed the Commission regarding the contract for the HomeServe Water Line Insurance. Mr. Burke recommended that the Commission sign the contract with HomeServe Water Line Insurance so the City of Taylorsville can generate revenue. The City of Taylorsville has the opportunity to earn 10% of the fees received under the agreement. The Commission made the decision to postpone their recommendation until Robert Myles, City Attorney, reviews the contract.

e. **Asterra Satellite Leak Detection -**

Mr. Burke addressed the Commission regarding solutions to the City of Taylorsville water loss. The more costly resolution would be the Asterra Satellite imaging technology to find water loss up to twelve feet below the surface. There is also an opportunity to use a drone to detect water loss through thermal imaging. On May 28<sup>th</sup> at 10:00 am, there will be a drone demonstration. There is also a possibility that the Police Department could utilize the drone. Mr. Burke recommended using the drone to see how effective it is in detecting water leaks before considering purchasing the Asterra Satellite leak detection because of the expense involved with Asterra Satellite.

f. **Sage Software Renewal –**

Jan Merzweiler, Co-Treasurer/Accounts Payable, addressed the Commission regarding the request that Sage Software has made to pay the annual software renewal with a credit card. Mrs. Merzweiler would like for the Commission to approve increasing the General Fund credit card limit to \$15,000.

**Motion was made by Mayor Spears and seconded by Commissioner Bowens to increase the General Fund credit card limit to \$15,000 for payment of the Sage annual software renewal. Motion carried with a vote of 4-0.**

**g. Audit -**

Steve Biven, City Clerk, addressed the Commission with the need to approve the contract with Paul Maddox, Maddox & Associates, for annual audit services for 2024, 2025 and 2026 fiscal year audits.

**Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to renew the contract for audit services with Paul Maddox, Maddox & Associates. Motion carried with a vote of 4-0.**

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

**a. Monthly report -**

Brian Sumner, Police Chief addressed the Commission with the March report. There were 34 citations, 172 complaints, 106 school visits, 0 DUIs, 271 business checks, and 19 county runs that were mostly backups.

**b. Highway Solicitation for the Archery Club –**

Steve Biven, City Clerk, addressed the Commission regarding the approval of the solicitation permit for the Spencer County Middle School and High School Archery Club.

**Motion was made by Mayor Spencer and seconded by Commissioner Spears to approve the Solicitation permit for the Archery Club. Motion carried with a vote of 4-0.**

**c. 2018 Durango -**

Chief Sumner addressed the Commission with a request to surplus the 2018 Durango and sale at auction. Brian Sumner will need to complete the Surplus form declaring the 2018 Durango surplus property.

**iii. Utility – Harold Compton, Public Works Director**

**a. Potholes –**

Mr. Compton addressed the Commission to get directions on what streets the Commission would like to add to the paving projects. Mr. Compton would like to address the potholes in the new fiscal year due to the cost of the projects. Commissioner Hilbert would like for Mr. Compton to address the pothole at All Saints Catholic church.

Steve Biven, City Clerk, advised the Commission that the owners of Settler's Center have completed some of the paving of the parking lot.

- b. Mr. Compton addressed the Commission regarding a request made by Vicki Yates Glisson for the City of Taylorsville to help her with the cost of the water meter on the property she purchased because the home is on the historical registry. The home that she purchased will be used for commercial purposes.
- c. Mr. Biven addressed the Commission regarding Robert Myles, City Attorney, drafting letters to T-Mobile and AT&T to end the contract to lease the cell towers because the City will be removing the tower.
- d. Mr. Biven addressed the Commission regarding where to put the pedestrian crosswalk signs at the First Baptist Church. Mr. Biven asked Mr. Compton to coordinate with the church administration as to where they needed the signs to be placed.
- e. Salt Auction –  
Mr. Biven addressed the Commission regarding the need for the City to participate in the salt auction. Mr. Biven will need to put an ad in the Spencer Magnet for the City of Taylorsville to participate in the salt auctions.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to place an ad in the Spencer Magnet to participate in the salt auctions. Motion carried with a vote of 4-0.**

#### **Item #10 - General Government**

##### **a. Old Ball Field Committee**

Steve Biven addressed the Commission regarding the need to select two people for the appointment of the Old Ball Field Committee. Commissioner Spears wanted to know who would pay for the expenses of the renovation of the old ball field and also, who would be required to carry liability insurance. Commissioner Spears wanted to know if we could spend taxpayer money on the Ball Field project if we do not own the property. Robert Myles, City Attorney, suggested that we select two members who will find out the specifics of the project and bring the information to a Commission meeting to be voted on.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to appoint Commissioner Hilbert to the Old Ball Field Committee. Mayor Spencer and Commissioner Hilbert voted in favor. Commissioner Spears and Commissioner Bowens opposed. Motion failed 2-2.**

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to appoint Dan Burke, City Comptroller, to the Old Ball Field Committed. Mayor Spencer and Commissioner Hilbert voted in favor. Commissioner Spears and Commissioner Bowens opposed. Motion failed 2-2.**



b. Landscaping

Mr. Biven addressed the Commission regarding the landscaping invoice submitted for payment by Tammy's Creation.

**Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to pay the invoice 1410 submitted by Tammy's Creation in the amount of \$530. Motion carried with a vote of 4-0.**

c. Spring Clean

Mr. Biven addressed the Commission regarding setting up a dumpster at City Hall for the residents of Taylorsville to use for spring cleaning. Mr. Biven asked when the Commission would like to set the dumpsters up for residents. The Commission decided to set the dumpsters up on June 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>.

**Item # 11 – Legal**

- i. Ordinance Classifying the Violation of City Ordinance No. 374 (Unsafe Structures)  
Robert Myles, City Attorney, gave the 1<sup>st</sup> reading amendment to the ordinance.
- ii. Municipal Order 2024-2 Amending the Personnel Pay Classification Plan  
Steve Biven, City Clerk, addressed the Commission regarding Municipal Order 2024-002 amending the Personnel and Pay Classification plan for the City of Taylorsville. Robert Myles, City Attorney, stated that because we are hiring a newly created Assistant Public Works Director position, the City needs to create the position and amend the Personnel Pay Classification Plan.  
Robert Myles, City Attorney, read Municipal Order 2024-2.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to approve the amendment of Municipal order 2024-2 Personnel Pay Classification Plan. Motion carried with a vote of 4-0.**

- iii. Encroachment of Utility Easement  
Steve Biven, City Clerk, distributed a letter created by Robert Myles, City Attorney, to be used for residents who request an encroachment of utility easements. Robert Myles, City Attorney, stated that the City uses an encroachment instead of an easement because the City will only be allowing the use of the City property. The property remains the City's.

**Motion was made by Mayor Spencer and seconded by Commissioner Bowens to grant the letter of encroachment. Motion carried with a vote of 4-0.**

***ADJOURN TO EXECUTIVE SESSION***

**Item #12 - 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 #13**

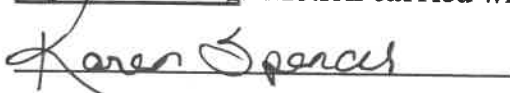
Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to return to Open Session. Motion carried 4-0.

**Item #14**

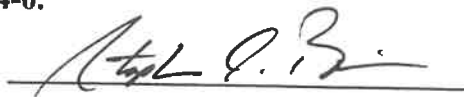
Motion was made by Commissioner Hilbert and seconded by Mayor Spencer to promote Ed Sedlock to Sargent under the SRO program paid by the School. Motion carried 4-0,

**ADJOURN MEETING**

Item #15- Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to adjourn meeting. Motion carried with a vote of 4-0.



Karen Spencer, Mayor



Stephen A. Biven, City Clerk