

**CITY OF TAYLORSVILLE
CITY COMMISSION
REGULAR MEETING**

June 11, 2024

**The City of Taylorsville City Commission held a Regular Meeting on June 11, 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:

Robert W. Myles, City Attorney
Harold Compton, Public Works Director
Kim Forrest, Co-Treasurer/HR
Keith Waldrige, Asst. Public Works Director
Steve Fowler, Code Enforcement Officer

Steve Biven, City Clerk
Lewis Christopher, Police Major
Dan Burke, Comptroller
Stacey Crenshaw, Front-Office Lead

Item #1 – Consent Calendar

Motion was made by Commissioner Bowens and seconded by Commissioner Hilbert to approve the minutes for May 14, 2024, May 16, 2024, May 21, 2024, and May 28, 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 – Tourism – Andrianna Marshall, Tourism Commission

Motion was made by Mayor Spencer and seconded by Commissioner Nation to approve Vicki Yates Glisson to the Tourism Commission. Motion carried with a vote of 5-0.

Item #5 – Bicentennial Planning - Steve Biven, City Clerk

Steve Biven, City Clerk, addressed the Commission regarding the preparations for the Bicentennial Event. Judge/Executive Scott Travis and Chris Limp, EMS Director were present to discuss their needs for the Bicentennial Event. Mr. Limp asked that they be able to use the Annex building on July 27, 2024, as well as the parking lot. The Historical Society asked that the cemetery be mowed and cleaned.

Motion was made by Commissioner Hilbert and seconded by Mayor Spencer to approve the use of the City Annex building for the Bicentennial Celebration. Motion carried with a vote of 5-0.

Motion was made by Commissioner Nation and Seconded by Commissioner Hilbert to approve the special event permit application submitted by Spencer County Fiscal Court for the Bicentennial Celebration. Motion carried with a vote of 5-0.

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

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

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

Motion was made by Commissioner Spears and seconded by Commissioner Bowens to approve the contract for Main Street Manager to Beverly Ingram. Motion carried with a vote of 5-0.

Item #7 – Tourism - Andrianna Marshall, Tourism Commission

Andrianna Marshall, Tourism Commission requested funding for the City of Taylorsville for a full-time Director of Tourism. Ms. Marshall requested that the City Commission approve donating \$3,000 for six months, for a total of \$18,000 to the Tourism Commission to fund a full-time Tourism Director position. Spencer County Fiscal Court has approved spending the same amount.

Steve Biven, City Clerk, suggested that the Commission discuss this matter during the planning of the 2024/2025 fiscal year budget planning meeting. The Commission agreed to discuss the donation for the Tourism Commission during budget meetings. Ms. Marshall agreed to attend the budget public hearing.

Item #8 – 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. Mr. Sisler stated that Mayor Spencer signed the agreement at the last Commission meeting and there is no more action for the Commission to take. The next step is for the KIA Commissioner and Attorney to sign the agreement. Mr. Sisler believes that the City of Taylorsville should receive the electronic funding of \$454,000 in a couple of weeks.

Motion was made by Commissioner Bowens and seconded by Commissioner Nation to approve the payment invoice number 22023 submitted by Sisler-Maggard Engineering, LLC in the amount of \$3,250. Motion carried with a vote of 5-0.

- ii. **Lilly Pike Pump Station** – Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission with an update on Lilly Pike. They are waiting for the pump manufacturer to do the startup. Joe Sisler believes that they should have the pump station up and running in a couple of weeks.
- iii. **Cast Iron Pipe** – Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission regarding the replacement of cast iron pipe and asbestos cement pipe. Mr. Sisler stated that the application for the project was approved by the Division of Water. Joe Sisler, Sisler Maggard Engineering LLC, has a meeting with KIA in September to put together the grant application for the project. The combined project estimate, to replace the portion on Hwy 44, the water tank, and replace the cast iron line on Taylorsville Road is estimated at \$1,400,000. This project is going to be full grant funding.
- 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 looking for land acquisition to place the 660 Pump Station. Clerk Biven Steve and Kevin Sisler met with the landowners from Louisville. Mr. Biven asked that they discuss the meeting in executive session.
- v. **City/County Sewers & Asset Inventory Report**
Joe Sisler, Sisler-Maggard Engineering, LLC, did not give an update on the Asset Inventory report.

vi. **Sidewalk –**

Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission with an update on the Sidewalk project. SME has the final markups from KDOT. SME has a permit to get access to the school parking lot. The highway department suggested that the City connect the sidewalk to the school parking lot. There are six feet between the right of way and the parking lot. The Highway Department suggested that the City of Taylorsville attain a letter from the Spencer County School Board stating that if the City of Taylorsville builds a ramp the Spencer County School Board will approve connecting it into the sidewalk.

vii. **Jefferson St. Streetscape -**

Joe Sisler, Sisler-Maggard Engineering LLC, stated that the Water Department has completed one side of the conduit for the lights to be installed. The lighting contractor is ready to complete his work should only take a day.

viii. **Paving**

Joe Sisler, Sisler-Maggard Engineering LLC, addressed the Commission with a paving quote from Louisville Paving and Construction to pave Hardin Street and Hardin Court. The total for the paving of Hardin Street and Hardin Court is \$57,718. Steve Biven, City Clerk, stated that the project will come out of the next fiscal year's budget.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve signing the quote submitted by Louisville Paving and Construction in the amount of \$57,718 for the paving of Hardin Street and Hardin Court. Motion carried with a vote of 5-0.

ix. **Annual Engineering Contract –**

Steve Biven, City Clerk, addressed the Commission regarding the agreement between Sisler-Maggard Engineering LLC, and the City of Taylorsville. Mr. Biven asked if the Commission would like to extend the agreement for another year.

Motion was made by Commissioner Bowens and seconded by Commissioner Spears to approve the one-year contract between the City of Taylorsville and Sisler-Maggard Engineering LLC, for engineering services. Motion carried with a vote of 5-0.

Item #9 – Old Business

a. Park Committee –

Mayor Spencer addressed the Commission regarding the Park Committee. Mayor Spencer stated that the Spencer County Fiscal Court has elected two members and would like the City of Taylorsville to elect two members.

Motion was made by Mayor Spencer and seconded by Commissioner Nation to select Dan Burke, City Controller and Diana Hilbert, City Commissioner, to serve as the representative of the City of Taylorsville to the Park Committee so they can gather information regarding the Park. They will not have the authority to make decisions without the consensus of the City of Taylorsville Commission. Motion carried with a vote of 5-0.

Commissioner Spears addressed the Commission with her concern that in the past, Commissions have been instructed that they can not spend money on property that the City of Taylorsville does not own. Commissioner Spears asked Robert Myles, City Attorney, if that is correct. Robert Myles, the City Attorney, stated that he could not answer the question until the Park Committee brought back their suggestions for developing the park.

Judge Executive Scott Travis addressed the Commission regarding his hope that the City and the County can create a plan to develop the property for the community.

Item # 10 – New Business

a. Department Reports

i. Financial Report – Dan Burke, City Comptroller

1. Comptroller Burke provided a cash analysis, collateral report, overtime report, investments reports and details of the revenue and expenses for May:

CITY OF TAYLORSVILLE FY2024 REVENUE AND INCOME SUMMARY COMPARED WATER SEWER

	Year to Date	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Water & Sewer Dept.												
Revenue:												
Actual	5,646,964	594,825	508,780	580,417	516,737	528,239	475,338	485,326	475,974	446,965	500,880	533,484
Budget	5,675,604	515,964	515,964	515,964	515,964	515,964	515,964	515,964	515,964	515,964	515,964	515,964
Prior Year	5,166,186	566,823	511,292	521,962	465,852	476,760	417,714	468,553	427,860	423,058	413,139	473,174
Oper Income:												
Actual	99,372	183,750	(17,818)	58,160	43,038	11,726	(78,804)	9,700	(86,142)	(55,620)	(63,930)	95,313
Budget	(98,692)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)	(8,972)
Prior Year	173,771	59,428	49,280	40,559	38,330	84,301	(51,677)	30,429	(11,133)	(61,475)	(5,914)	1,635
Non-Oper Income:												
Actual	544,819	18,812	328,587	20,822	22,049	24,612	24,582	23,750	23,245	24,304	12,048	22,007
Budget	60,000	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	3,750	3,750
Prior Year	730,109	249	733	1,103	1,536	1,628	2,151	1,749	1,546	423,852	292,538	3,025
Total Income:												
Actual	644,191	202,562	310,769	78,982	65,086	36,338	(54,222)	33,450	(62,897)	(31,316)	(51,882)	117,320
Budget	(38,692)	(3,139)	(3,139)	(3,139)	(3,139)	(3,139)	(3,139)	(3,139)	(3,139)	(3,139)	(5,222)	(5,222)
Prior Year	903,880	59,677	50,013	41,662	39,866	85,929	(49,522)	32,178	(9,587)	362,377	286,624	4,663

**Balance Sheet
As of 5/31/2024**

CITY OF TAYLORSVILLE (TAY)

Assets

Current Assets

11101-000	General Fund Checking-GAB	\$	9,787.64	
11103-000	Short term Investments	\$	1,992,121.24	
11106-000	Hwy 55/44 Sidewalk	\$	81.55	
11110-000	Petty Cash Police	\$	93.30	
11111-000	CDBG Checking	\$	100.00	
11121-000	Accounts Receivables	\$	106,461.10	
11137-000	Accrued Interest Receivable	\$	52,700.53	
11145-000	Prepaid Insurance	\$	4,100.29	
	Total Current Assets:			\$ 2,165,445.65
	Total Assets:			<u>\$ 2,165,445.65</u>

Liabilities

Current Liabilities

21400-000	Municipal Aid Restricted Funds	\$	56,000.00	
21401-000	Accounts Payable	\$	58,477.54	
21403-000	Accrued Vacation	\$	41,425.66	
21407-000	Accrued Retirement	\$	1,676.91	
21413-000	Accrued audit & legal fees	\$	2,520.00	
21419-000	Ky Unemployment Tax Payable	\$	1,210.79	
21425-000	Local County Tax	\$	1,105.50	
21426-000	Local City Tax	\$	1,036.33	
21443-000	Street Drainage Inf.	\$	9,246.25	
	Total Current Liabilities:			\$ 172,698.98
	Total Liabilities:			<u>\$ 172,698.98</u>

Equity

30554-000	Unrestricted Fund Balance	\$	1,889,568.02	
30554-000	Retained Earnings-Current Year	\$	103,178.65	
	Total Equity:			\$ 1,992,746.67
	Total Liabilities & Equity:			<u>\$ 2,165,445.65</u>

2. Budget –

- a. Steve Biven, City Clerk, addressed the Commission regarding the Public Hearing and First Reading of the Budget to be held on June 18, 2024. Mr. Biven asked the Commission if they would be available.

3. Ordinance #446

Steve Biven, City Clerk, addressed the Commission regarding the 2023/2024 Budget Amendment due to the UofL Clinic CDBG funding. Steve Biven, City Clerk, gave the first reading of Ordinance 446 amending the City's budget.

4. HomeServe Water Line Insurance

Dan Burke, City Comptroller, addressed the Commission regarding the HomeServe Water Line Insurance. Mr. Burke stated that he has received statements from other water companies that are very happy with the HomeServe. They have said that their customers are happy to have the option to purchase insurance to protect them in the event of their water pipes burst on the owner's property.

Mayor Spencer asked Robert Myles City Clerk regarding the contract that would have to be signed if the City of Taylorsville decided to offer HomeServe Water Line Insurance. Mr. Burke stated that the contract would be a one-year contract. After that time the City of Taylorsville could end the contract.

5. Drones

Dan Burke, City Comptroller, asked for directions on how to proceed with the drones.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to have Dan Burke bring the Commission more information on the drones so that they vote on whether they approve the drones. Motion carried with a vote of 5-0.

ii. **Police – Lewis Christopher, Police Major**

- a. Lewis Christopher, Police Major addressed the Commission with the May report. There were 39 citations, 197 complaints, 81 school visits, 0 DUIs, 269 business checks, and 41 county runs that were mostly backups.
- b. The two new Ford Explorers are being equipped with radios and radar. They will be ready to add to the Police vehicle fleet soon.
- c. Steve Fowler addressed the Commission with an update on the Nuisance Abatement report for the month of May.
- d. Steve Biven, City Clerk, addressed the Commission regarding the SRO contract that has been signed by the Spencer County School Board. The School Board agreed to pay.

Motion was made by Commissioner Nation and seconded by Commissioner Hilbert to approve the SRO contract between the Spencer County School Board and the City of Taylorsville. Motion carried with a vote of 5-0.

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

- a. Meter Set on Yoder Tipton
Harold Compton, Public Works Director, addressed the Commission regarding a request by Vicki Yates Glisson for the City of Taylorsville to reduce the fee for the meter set for the property that was purchased on Yoder Tipton. The plan is to develop the property. No action was taken.
- b. Developers fee
Harold Compton, Public Works Director, addressed the Commission regarding the developer's fees for residential developments. Mr. Compton addressed the Commission regarding a review fee that the Division of Water charges for developments. The policy states that the developer pays all admin fees that Mr. Compton believes should include the review fee charged by the Division of Water.

Robert Myles, City Attorney, suggested that Mr. Compton rewrite the policy so that Mr. Myles can review, and the Commission can vote on the rewritten policy.

c. Facilities Maintenance Position

Mayor Spencer addressed the Commission asking for an update on the Facilities Maintenance position. There was some confusion as to whether the Commission voted to add the position to the 2024/2025 budget and advertise for the position. Mr. Biven stated that the position has been added to the 2024-2025 budget and asked that the Commission make the motion to advertise for the position.

Motion was made by Commissioner Hilbert and seconded by Mayor Spencer to advertise for the position of Facilities Maintenance both internally and externally. Motion carried with a vote of 5-0.

Item # 11 - General Government

a. Board of Adjustments Appointment

Motion was made by Commissioner Nation and seconded by Commissioner Hilbert to appoint Donnie Husband to the Board of Adjustments. Motion carried with a vote of 5-0.

Item # 12 – Legal

a. City Hall & Annex Renovations

Steve Biven, City Clerk, advised the Commission that Harold Compton, Public Works Director has agreed to manage the City Hall & Annex renovations. This includes replacing the lighting and the windows.

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 5-0.

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.

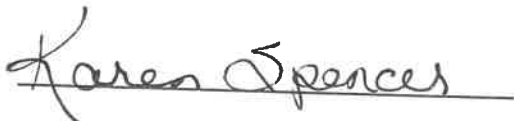
RETURN TO OPEN SESSION

Item #14

Motion was made by Commissioner Spears and seconded by Commissioner Nation to return to Open Session. Motion carried 5-0.

ADJOURN MEETING

Item #15- Motion was made by Commissioner Spears and seconded by Commissioner Nation to adjourn meeting. Motion carried with a vote of 5-0.

A handwritten signature in cursive script that reads "Karen Spencer". The signature is written in dark ink and is positioned above a horizontal line.

Karen Spencer, Mayor

A handwritten signature in cursive script that reads "Stephen A. Biven". The signature is written in dark ink and is positioned above a horizontal line.

Stephen A. Biven, City Clerk