

**CITY OF TAYLORSVILLE
CITY COMMISSION
SPECIAL MEETING**

February 13, 2025

The City of Taylorsville City Commission held a Special Meeting on February 13, 2025, at 5:30 p.m. at the City Hall Annex.

Present were:

Karen Spencer, Mayor
Kathy Spears, Commissioner
Roy Bell, Commissioner
Diana Hilbert, Commissioner
Courtney Bentley, Commissioner

Staff present:

Robert Myles, City Attorney
Harold Compton, Public Works Director
Kim Forrest, Co-Treasurer/HR
Steve Fowler, Citation Officer
Stacey Crenshaw, Front Office Lead

Steve Biven, City Clerk
Jan Merzweiler, Co-Treasurer/AP
Brian Sumner, Police Chief
Keith Waldrige, Assistant Public Works Director

Item #1 – Consent Calendar

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve the Consent Calendar for January, 2025. carried with a vote of 5-0.

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 – Financial Report, John Harris CPA

CITY OF TAYLORSVILLE FY25 REVENUE AND INCOME SUMMARY COMPARED WATER AND SEWER

	Year to Date	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Water & Sewer Dept.													
Revenue:													
Actual FY25	3,418,388	611,890	622,448	613,493	521,379	552,468	496,710						
Budget FY25	3,346,356	581,060	581,059	546,059	546,059	546,059	546,060	546,061	546,061	546,061	546,061	587,060	586,060
Actual FY24	3,204,336	594,825	508,780	580,417	516,737	528,239	475,338	485,326	475,974	446,965	500,880	533,484	921,051
Oper Income:													
Actual FY25	242,541	81,589	61,770	70,953	65,333	1,889	(38,993)						
Budget FY25	(14,821)	12,237	12,831	(9,972)	(9,975)	(9,975)	(9,968)	(9,968)	(9,970)	(9,968)	(9,970)	16,740	16,087
Actual FY24	200,051	183,750	(17,818)	58,160	43,038	11,726	(78,804)	9,700	(86,142)	(55,620)	(63,930)	95,313	249,381
Non-Oper Income:													
Actual FY25	647,422	26,825	473,159	20,787	29,589	19,751	77,311						
Budget FY25	140,502	22,917	22,917	22,917	25,917	22,917	22,917	22,917	22,917	22,917	22,917	22,917	22,913
Actual FY24	439,465	18,812	328,587	20,822	22,049	24,612	24,582	23,750	23,245	24,304	12,048	22,007	37,830
Total Income:													
Actual FY25	889,963	108,414	534,929	91,740	94,922	21,639	38,319						
Budget FY25	125,681	35,154	35,748	12,945	15,942	12,942	12,949	12,949	12,947	12,949	12,947	39,657	39,000
Actual FY24	639,516	202,562	310,769	78,982	65,088	36,338	(54,222)	33,450	(62,897)	(31,316)	(51,882)	117,320	287,212
Fund Balance		23,162,568	23,697,497	23,789,237	23,884,159	23,905,798	23,944,117						
Short Term Investments		5,024,404	5,860,150	5,999,766	6,228,245	6,243,507	6,197,378						
Long term Debt		7,054,500	6,894,500	6,894,500	6,894,500	6,894,500	6,894,500						
Accounts Receivable		575,817	534,210	580,869	462,914	520,419	468,882						
Inventory		537,134	546,740	607,278	700,760	676,670	708,904						

**CITY OF TAYLORSVILLE
FY25 REVENUE AND INCOME SUMMARY COMPARED
GENERAL GOVERNMENT**

	Year to Date	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-
General Gov Fund:													
Revenue:													
Actual FY25	1,050,901	132,176	158,821	166,078	207,350	219,036	167,439						
Budget FY25	937,737	129,048	116,922	106,547	165,547	239,322	180,351	105,848	114,222	105,347	107,347	113,972	107,60
Actual FY24	923,999	143,560	130,282	22,635	219,425	275,379	132,718	172,242	116,211	79,206	187,731	145,774	77,33
Oper Income:													
Actual FY25	162,626	30,259	(51,889)	4,471	85,401	56,298	38,087						
Budget FY25	(29,671)	(18,594)	(30,724)	(77,109)	(12,107)	76,170	32,693	(40,799)	(33,428)	(42,307)	(65,313)	(58,667)	(40,04
Actual FY24	(29,501)	25,170	18,906	(95,246)	81,588	162,796	(222,715)	45,314	(24,324)	(39,878)	44,143	5,212	(60,45
Non-Oper Income:													
Actual FY25	46,486	(3,531)	17,946	8,146	5,940	10,831	7,155						
Budget FY25	48,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Actual FY24	41,904	3,168	7,490	7,003	7,463	7,970	8,810	16,383	8,246	11,296	11,472	12,911	(13,45
Total Income:													
Actual FY25	209,112	26,728	(33,943)	12,616	91,341	67,128	45,242						
Budget FY25	18,329	(10,594)	(22,724)	(69,109)	(4,107)	84,170	40,693	(32,799)	(25,428)	(34,307)	(57,313)	(50,667)	(104,54
Actual FY24	12,404	28,338	26,397	(88,243)	89,050	170,766	(213,905)	61,696	(16,078)	(28,582)	55,615	18,123	(73,91
Street Department													
Expenses:													
Actual FY25	126,941	2,941	81,084	11,066	31,850	50,676	16,737						
Budget FY25	163,017	17,003	17,003	42,004	47,004	23,000	17,003	16,999	16,998	16,998	41,998	41,998	16,997
Actual FY24	94,954	16,303	8,304	7,928	43,937	11,545	6,937	13,815	8,223	4,195	19,686	7,474	11,694
Police Department													
Expenses:													
Actual FY25	520,203	77,344	84,534	94,269	89,223	86,233	88,600						
Budget FY25	578,075	96,344	96,344	96,344	96,346	96,349	96,348	96,347	96,345	96,347	96,347	96,347	96,346
Actual FY24	450,356	53,313	75,673	87,946	66,118	78,658	88,648	72,480	82,960	89,411	90,783	90,497	98,326
Capital Outlay Budget:													
UI Health Facility	650,000			50,000	150,000	200,000	250,000	100,000					
School Sidewalk	-			-	-	-	-	-					
Total	650,000	-	-	50,000	150,000	200,000	250,000	100,000	-	-	-	-	362,500
Grant Proceeds	650,000			50,000	150,000	200,000	250,000	100,000					362,500
Net Cash Outlay	-			-	-	-	-	-					290,000
Fund Balance	1,945,565	1,911,621	1,924,238	2,015,579	2,082,707	2,127,949							72,500
Short Term Investments	1,945,752	1,888,004	1,739,325	1,696,041	1,816,228	1,828,288							
Accounts Receivable	53,513	107,026	247,539	185,513	169,218	237,813							

Motion was made by Mayor Spencer and seconded by Commissioner Bentley to approve John Harris CPA to review and interview applicants for the open Comptroller position. Motion carried with a vote of 5-0.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve payment of invoice 10104 submitted by John N Harris CPA in the amount of \$1,725. Motion carried with a vote of 5-0.

Item #6 – Committee Reports

a. Main Street (Beverly Ingram, Main Street Manager)

Beverly Ingram, Main Street Manager, addressed the Commission with a report for January.

Motion was made by Mayor Spencer and seconded by Commissioner Bentley to approve Beverly Ingram’s hours for work as Main Street Manager for the month of January. Motion carried with a vote of 5-0.

b. Engineering Projects (Joe Sisler, Sisler-Maggard Engineering, LLC)

i. Sidewalks –

Joe Sisler, Sisler-Maggard Engineering, LLC, gave an update on the Sidewalk project. Mr. Sisler stated the Highway Department has issued and approved the encroachment permit that Sisler Maggard Engineering LLC requested in May 2024. The Sidewalk project has now been submitted to the Right-of-Way Department in Louisville Kentucky for approval.

ii. Lilly Pike Pump Station –

Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission with an update on the Lilly Pike Pump Station project. Mr. Sisler stated that the Lilly Pike Pump Station is completed and operational. There are a few punch list items that still need to be addressed by the contractor.

iii. Hochstrasser Road Waterline Replacement -

Joe Sisler, Sisler-Maggard Engineering LLC, addressed the Commission with an update on the Hochstrasser Road Waterline replacement project. Mr. Sisler stated that the project is 65% completed in only ten days. They believe the project will be completed in two weeks.

iv. 2024 Water Improvement Projects

a. SR 660 Pump Station

Joe Sisler, Sisler-Maggard Engineering, LLC, gave an update on the SR 660 Pump Station. They are currently conducting land surveys so Attorney Myles can write a deed.

The pumps that were ordered should be received this week. The site design will begin when the land is purchased.

Mr. Sisler stated that if the Commission would like to get financing for the SR 660 Pump Station, he recommends that the Commission go through the Rural Water Finance Agency to establish a loan for the project. The other option would be to use the City of Taylorsville's own funds for the project. John Harris CPA and Paul Maddox, City Auditor, will be reviewing the best way to finance the project.

Mr. Sisler would like the Commission to approve the application to Rural Water Finance Agency that they have completed.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to apply for Rural Water Finance Agency funding for the SR 660 Pump Station. Motion carried with a vote of 5-0.

Motion was made by Mayor Spencer and seconded by Commissioner Bentley to pay the Sisler Maggard invoice that Steve Biven, City Clerk, handed out to the Commission at the meeting for the administration of the 660 Pump Station totaling \$4,057.50 pending staff review. Motion carried with a vote of 5-0.

Motion was made by Commissioner Hilbert and seconded by Commissioner Bell to pay the Sisler Maggard invoice that Steve Biven, City Clerk, handed out to the Commission at the meeting for the administration of the Hochstrasser Road Waterline Replacement project in the amount of \$2,720 pending staff review. Motion carried with a vote of 5-0.

b. City of Taylorsville 2021/2024 Water System Improvements

Joe Sisler, Sisler-Maggard Engineering, LLC, addressed the Commission regarding the City of Taylorsville 2021/2024 Water System Improvement summary. Mr. Sisler stated that the projects highlighted in yellow have already been completed. Sisler-Maggard Engineering, LLC, and Harold Compton, Public Works Director, rated the projects in the order that they determined to be the most important to complete. Mr. Sisler stated that project Number 1, Asbestos Cement Waterline Replacement, has been submitted for State Revolving Funding and Mr. Sisler believes the project has a good chance of receiving that funding and could begin in the summer of 2025.

Mr. Sisler addressed the Commission regarding how the Commission would like to fund the remaining projects. Harold Compton, Public Works Director, asked the Commission to consider paying for one of the remaining projects with City of Taylorsville funds. Mr. Compton would like the Commission to approve funding the S.R. 660 Pump Station with City funds and use the Rural Water Financing loan for the Mt. Washington Road Waterline Replacement project.

Commissioner Hilbert asked Mr. Sisler if the City of Taylorsville receives the Rural Water Financing loan. Can those funds be used to reimburse the City of Taylorsville for any expenses that have been paid on the project? Mr. Sisler stated that the City of Taylorsville can be reimbursed for any expenses incurred for the project.

SUMMARY

PRELIMINARY

PROJECT COST ESTIMATES (ITEMIZED, ATTACHED)

Item Description	ACTUAL	(5)	(2)	(7)	(3)	(1)	(4)	(6)		
	DONE (City)	DONE (Grant)	DOW App. HUNTER RD. DONE	{SME #24020} DOW App.	DOW App.	DOW App. 90% DONE (City)	{SME #23026} DOW App.	{SME #23023} DOW App.	DOW App.	
	Contract 23	Contract 24	Contract 25	Contract 26	Contract 27	Contract 28	Contract 29	Contract 30	Contract 31	Contract 32
	Bloomfield Rd. (North/South) Waterline Replacement	MR Rd. / Little Mount Rd. Waterline Replacement	Rice Lane Waterline Replacement	Mt. Washington Rd. (S.R. 44) (Non A/C) Waterline Replacement	Harvest Rd. / Stevens Rd. Waterline Replacement	Libby Pike Pump Station Replacement	S.R. 660 Pump Station Replacement	Asbestos Cement Waterline Replacement to City Water Tank, Houston Court & Mt. Washington Rd (S.R. 44) from Floodwall to City Limits @ School & Cast Iron Waterline Replacement on Taylorsville Rd.	Southville Pike Waterline Replacement	Plum Ridge Waterline Replacement
Administrative Expenses	\$1,978.30	\$57,575.80	\$32,000	\$35,000	\$32,000	\$3,000	\$25,000	\$32,000	\$32,000	\$30,000
Legal Expenses	\$0.00	\$200.00	\$7,000	\$10,000	\$5,000	\$3,000	\$8,000	\$8,000	\$7,000	\$5,000
Land, Appraisals / Easements	\$0.00	\$0.00	\$0	\$0	\$0	\$5,000	\$25,000	\$0	\$0	\$0
Study & Report / P.E.R	\$3,000.00	\$0.00	\$20,000	\$20,000	\$10,000	\$2,000	\$15,000	\$20,000	\$20,000	\$10,000
Planning	\$3,000.00	\$4,985.79	\$5,000	\$5,000	\$5,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000
Engineering Fees: Design	\$108,737.14	\$115,205.70	\$56,600	\$89,000	\$41,600	\$45,600	\$53,000	\$82,600	\$58,000	\$31,800
Construction	\$0.00	\$18,043.70	\$14,000	\$22,000	\$10,400	\$11,400	\$13,000	\$20,600	\$14,500	\$8,000
Inspection	\$0.00	\$72,582.73	\$46,800	\$69,500	\$37,000	\$40,000	\$59,000	\$64,800	\$47,000	\$30,600
Additional Engineering / Other	\$3,433.36	\$11,575.52	\$12,600	\$14,500	\$12,000	\$28,000	\$35,000	\$15,000	\$14,500	\$9,600
Construction Cost Estimate	\$949,498.26	\$1,823,968.76	\$693,000	\$1,195,540	\$460,600	\$632,000	\$700,000	\$1,095,200	\$741,500	\$326,815
Electrical Service	\$0.00	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Generator	\$0.00	\$0.00	\$0	\$0	\$0	\$38,220	\$0	\$0	\$0	\$0
Contingency +/- 10%	\$0.00	\$0.00	\$69,000	\$119,450	\$46,400	\$10,000	\$70,000	\$106,800	\$75,500	\$33,185
TOTAL PROJECT COST ESTIMATES	\$1,069,647.06	\$2,104,139.00	\$956,000	\$1,580,000	\$660,000	\$818,220	\$998,000	\$1,450,000	\$1,015,000	\$490,000

CITY PORTION

\$139,080
Hunter Only Done

1,200,000

FUNDS NEEDED

Contract 25 - Rice Lane Waterline Replacement	\$956,000
Contract 26 - Mt. Washington Rd (non A/C) Waterline Replacement	\$1,580,000
Contract 27 - Harvest Rd. / Stevens Rd. Waterline Replacement	\$660,000
Contract 29 - S.R. 660 Pump Station Replacement	\$998,000
Contract 30 - Asbestos Cement Waterline Rep for City Water Tank, Houston Ct. and Cast Iron Waterline Replacement Taylorsville Rd	\$1,450,000
Contract 31 - Southville Pike Waterline Replacement	\$1,015,000
Contract 32 - Plum Ridge Waterline Replacement	\$490,000
Total	\$7,674,000

7,351,000

c. Private Roads

Robert Myles, City Attorney, addressed the Commission regarding subdivision regulations. Attorney Myles stated that there shall be no private streets platted in a subdivision with any lot less than five acres.

d. Cost to Developer

Harold Compton, Public Works Director, addressed the Commission regarding the developer fees for new patio homes. Mr. Compton would like to adopt the policy as follows:

New Patio Home fees

Water: \$5,000 for 1 to 10 lots/living units and \$200 for each over 10

Sewer: \$5,000 for 1 to 10 lots/living units and \$300 for each over 10

Streets: \$5,000 for 1 to 10 lots/living units and \$300 for each over 10

Cost to developer \$40,400 the pricing is lower than the developer fees for single-family resident homes due to the smaller lots/living units which don't require as much engineering.

Item # 7 - Planning & Zoning Ordinances – Julie Sweazy, Planning & Zoning

Julie Sweazy, Planning and Zoning Administrator gave the first reading of proposed ordinances:

- i. **Proposed Ordinance No. 453 Repealing the Existing Definition of Agricultural Uses and Creating a New Definition for Agricultural Uses Per KRS 100.111 and Adding Definitions for Alcohol, Brewery, Craft Distillery, Distillery, Micro-Brewery, Small Farm Winery, Tasting Room and Winery to Article I, Section 102 of the Taylorsville-Spencer County Zoning Regulations to become effective on the date of final adoption.**
- ii. **Proposed Ordinance No.454 Amending Article III, Section 300.3(M)of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the AG-1, Agricultural zone pertaining to Micro-Brewery to become effective on the date of final adoption.**
- ii. **Proposed Ordinance No. 455 Amending Article III, Section 300.3(N) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the AG-1, Agricultural zone pertaining to Small Farm Winery to become effective on the date of final adoption.**
- v. **Proposed Ordinance No. 456 Amending Article VI, Section 601.3(D) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the B-1, Neighborhood Commercial Zone pertaining to Craft Distillery Class B (only) to become effective on the date of final adoption.**
- v. **Proposed Ordinance No. 457 Amending Article VI, Section 601.3(E) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the B-1, Neighborhood Commercial Zone pertaining to Micro-Brewery to become effective on the date of final adoption.**
- vi. **Proposed Ordinance No. 458 Amending Article VI, Section 602.3(D) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the B-2, General Commercial District Zone pertaining to Craft Distillery Class B (only) to become effective on the date of final adoption.**
- vii. **Proposed Ordinance No. 459 Amending Article VI, Section 602.3(E) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the B-2, General Commercial District Zone pertaining to Micro-Brewery to become effective on the date of final adoption.**

- viii. Proposed Ordinance No. 460 Amending Article VI, Section 603.3(C) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the B-3, Heavy Commercial District Zone pertaining to Craft Distillery Class B (only) to become effective on the date of final adoption.
- ix. Proposed Ordinance No. 461 Amending Article VI, Section 603.3(D) of the Taylorsville-Spencer County Zoning Regulations regarding Conditional uses allowed in the B-3, Heavy Commercial District Zone pertaining to Micro-Brewery to become effective on the date of final adoption.
- x. Proposed Ordinance No. 462 Amending Article VIII, Section 807 pertaining to Storage/Shipping Containers in the Taylorsville-Spencer County Joint Planning & Zoning Regulations to become effective on the date of final adoption.

The Commission will hear the second reading of the ordinances on March 11, 2025.

Item # 8 - Planning & Zoning Appointments – Julie Sweazy, Planning & Zoning

Julie Sweazy, Planning and Zoning Administrator, discussed vacancies on the Planning and Zoning Board.

Item # 9 - Planning & Zoning Sign Regulations – Julie Sweazy, Planning & Zoning

Commissioner Bell asked Julie Sweazy a question regarding sign ordinance. Mr. Bell was concerned that the sign at the Marathon Station obstructs vision. The Marathon Station sign was grandfathered when the ordinance was adopted. The ordinance states that the out of the Right of Way and they cannot block vision to turn.

Commissioner Spears asked Julie Sweazy regarding what is going on at the storage unit with their signs. Ms. Sweazy stated that in B-2 zoning they are allowed to have a larger sign than their 2 ft by 2 ft sign. There is a meeting to hear the request for a larger sign on February 27, 2025, at 4:00 pm.

Item # 10 - Meter Maids

Elizabeth Ross, Meter Maids production assistant, thanked the Commission for their help with special event permits for the production of Meter Maids being filmed in Taylorsville.

Motion was made by Mayor Spencer and seconded by Commissioner Bentley to approve a special events permit for the Meter Maids production. Motion carried with a vote of 5-0.

Item #11 - Two Lights for Tomorrow-Katherine Scott, Tourism Director

Katherine Scott, Tourism Director, addressed the Commission with a request for a donation to help fund the Two Lights for Tomorrow production. The Kentucky Historical Society and America 250KY will participate in a nationwide time of service – Two Light for Tomorrow. Commemoration of Paul Revere’s famous ride of April 18 and 19, 1775, it is a celebratory event and time of service that will lead up to the 250th birthday of the United States of America on July 4, 2026.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to contribute \$750 for the production of Two Lights For Tomorrow. Motion carried with a vote of 5-0.

Steve Biven, City Clerk, asked Ms. Scott to send a letter to him by April 19, requesting the donation of \$750 that the Commission approved.

Ms. Scott addressed the Commission asking the Commission to consider funding a Tourism office for a period of twelve months. The City of Taylorsville would share the cost with Spencer County Fiscal Court. The price would be \$550 per month.

Item #12 - Chamber of Commerce – Melissa Osbourne, Treasurer

Melissa Osbourne, Chamber of Commerce, Treasurer, addressed the Commission with an update of the events that are happening at the Chamber of Commerce.

Item #13 – Old Business

a. Audit

Steve Biven, City Clerk, addressed the Commission regarding the invoice for the 2023/2024 audit in the amount of \$14,000.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to approve paying audit invoice number 24-1228 in the amount of \$14,000 submitted for the 2023/2024 audit.

Item #14 – New Business

i. Police – Brian Sumner, Police Chief

- a. Brian Sumner, Police Chief, addressed the Commission with the January report. There were 5 citations, 149 complaints, 97 school visits, 0 DUIs, 257 business checks, and 27 county runs that were mostly backups.
- b. Brian Sumner, Police Chief, addressed the Commission regarding updating the police radio system. They will have the 911 committee review the radio system. The study costs \$3,000 that will be split between the City of Taylorsville Police, the Spencer County Fire Department and EMS.

- c. Brian Sumner, Police Chief, addressed the Commission regarding the estimate that he received for the police vehicle that was wrecked. The estimate is \$6,500 to repair the vehicle.

Item #15 – General Government

- a. Stacey Crenshaw, Front Office Lead, addressed the Commission regarding HB 253: Create new sections of KRS Chapter 41 to define "occupational license fee" and "system"; require the Office of the State Treasurer to develop and maintain a web-based system for the centralized reporting, collection, and distribution of occupational license fees; establish requirements for the system; allow the State Treasurer to assess a fee on businesses using the system; establish requirements related to the web-based system for the State Treasurer and local taxing jurisdictions; create a working group to be chaired by the State Treasurer; require the working group to provide recommendations on creating a centralized system for modernizing the reporting, collection, and distribution of local business taxes and fees.

The Kentucky Occupational License Association opposes HB 253 because it will slow the municipalities from getting Occupational license fees. The State Treasurer also wants municipalities to pay for the software. KOLA has asked that municipalities sign a template for a resolution to oppose HB253.

Motion was made by Mayor Spencer and seconded by Commissioner Hilbert to sign the template created by KOLA for a resolution opposing HB253. Motion carried with a vote of 5-0.

- b. **Water Policy Changes** –Stacey Crenshaw, Front Office Lead, addressed the Commission with the following Water Policy changes and asked that the Commission approve the

**Water Billing Department
Procedure Change Proposals**

- **Bank Draft** – Request to change draft date to the actual due date of cycle. Cycle 1 the 10th of the month, Cycle 2 the 25th of the month. If the due date falls on the weekend or a holiday it will be the following business day. Currently we request a bank draft on the 5th and 20th, even though the bills say they are due on the 10th and 25th.
 - **Deposits** – If an account is disconnected for non-payment and the account has a \$50 deposit, the customer will need to pay an additional \$50 deposit to bring their account up to the current deposit amount that is required now, which is currently \$100.
 - **Deposits** – Hold deposits on all rental accounts that are in the tenant's name for the duration of the lease and apply to final billing.
 - **Deposits – Commercial Accounts** – re-evaluate the possibility of increasing commercial account deposits that sign up for new service. Deposits could increase based on the base rate (any meter larger 1 ½" or larger) they have at the location. With a minimum being \$100 (for 5/8", ¾" or 1").
 - **Tenant (Rental Property)** – ask for a copy of the lease agreement when customer signs up for service. This will help us know who the landlord is for several reasons. We can mark the account as rental property for tracking purposes and collecting a balance from the landlord if the tenant moves out and leaves a balance. We can also utilize the landlord application that is in Alliance for tracking and debt collection.
 - **Driver's license** – collect a copy of the driver's license at the time the customer signs up for service. This will help with determining in the future if the customer has a balance placed in bad debt we need to collect if we have DL #'s placed on the customer's account. We do ask for SS# but not everyone is comfortable listing those.
- changes.

- **Deceased Customer Accounts** – mail letters to the accounts that we know are still in deceased customer name but someone else is living there to request that the current customer put the account in their name.
 - If the account is going into someone other than spouse, it will be treated as any other new account, deposit and activation fee would be required.
 - Suggestions for documentation required to transfer the account to spouse would be:
 - Copy of Death Certificate
 - Sign new contract
 - If the account is in good standing and has never been in cutoffs, we will waive the deposit even if there is not one on the account. If it has not been in good standing, then the spouse would be required to pay a deposit.
 - No activation fee would be required, we can use the last valid reading we billed the account with.
 - And the deceased account will need to be paid for in full at the time of the name change request.

c. Document Shredding Services – Kim Forrest, Co-Treasurer

Kim Forrest, Co-Treasurer, addressed the Commission regarding changing document shredding services from DocuBit to A Plus Shredding. The benefit of changing shredding companies is that the City of Taylorsville could save money switching from DocuBit to A Plus and also A Plus Shredding will shred documents on site which is much more secure.

Motion was made by Commissioner Hilbert and seconded by Mayor Spencer to change shredding companies from DocuBit to A Plus Shredding. Motion carried with a vote of 5-0.

Item #16 – Legal

- a. Robert Myles, City Attorney, addressed the Commission regarding using cell phones during a Commission meeting. Attorney Myles stated the Open Meetings Rule. Attorney Myles asked that everyone attending Commission meetings representing the City of Taylorsville not use their cell phones during Commission meetings.
- b. Attorney Myles stated that he will need to review his contract at the next Commission meeting because the item wasn't listed on the agenda, and this is a Special meeting.

Item #17 – New Business (cont.)

ii. Utility – Harold Compton, Public Works Director

- a. Harold Compton, Public Works Director, addressed the Commission regarding the contracts for the new windows at City Hall and the Annex building.
- b. Harold Compton, Public Works Director, addressed the Commission the timecard policy. Mr. Compton stated that the timecard policy says that the Department Head has the right to review and sign off on employee timecards.

- c. Stacey Crenshaw, Front Office Lead, addressed the Commission regarding the problem that the City Hall building has with mold. Ms. Crenshaw did some mold testing that showed several strains of mold. Ms. Crenshaw said that she did this due to several employees getting sick with different illnesses that could be due to mold. Ms. Crenshaw will be contacting several companies to test for mold. Ms. Crenshaw asked the Commission how soon the City of Taylorsville will act on remediating the mold. Steve Biven, City Clerk, asked Ms. Crenshaw to set up appointments to have the City Hall building tested for mold.

ADJOURN TO EXECUTIVE SESSION

Item #18 - Executive Session

Motion was made by Mayor Spencer and seconded by Commissioner Bell 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.

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.

RETURN TO OPEN SESSION

Item #19

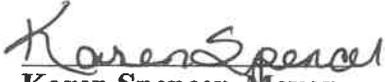
Motion was made by Mayor Spencer and seconded by Commissioner Bentley to return to Open Session. Motion carried 5-0.

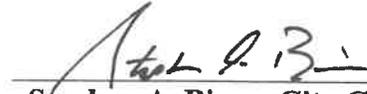
ADJOURN METTING

Item #20

Motion was made by Mayor Spencer and seconded by Commissioner Bentley to adjourn meeting.

Motion carried 5-0.


Karen Spencer, Mayor


Stephen A. Biven, City Clerk