

**MINUTES OF THE
DANVILLE CITY COMMISSION**

The Board of Commissioners of the City of Danville, Kentucky convened in a Regular City Commission Meeting in the Public Meeting room at City Hall on Monday, February 27th, 2023 at 5:30 p.m.

COMMISSIONERS PRESENT:

Mayor Atkins
Commissioner Caudill
Commissioner Hollon
Commissioner Peek
Commissioner Serres

OTHERS PRESENT:

Earl Coffey, City Manager
Stephen Dexter, City Attorney
Ashley Raider, City Clerk
Josh Morgan, City Engineer
Tony Gray, Police Chief
Jason Simpson, Network Technician
Leigh Compton, Finance Director
Melanie Crossfield, Community Liaison
Tom Polland
Steve Cline
Kate Snyder
Niki Kinkade
Janet Hamner
James Hunn
Wilma Brown
Rob Caldwell
Others

Mayor Atkins announced that a quorum was present and called the meeting to order the time being 5:30 p.m.

Commissioner Serres led the Commission in a moment of silence. ^{add who led} led the Commission in the pledge of allegiance.

APPROVAL OF THE AGENDA:

The Commission approved the agenda as presented.

HEAR THE PUBLIC – AGENDA ITEMS ONLY:

No public comment.

1. AIRPORT BOARD APPOINTMENT:

Commissioner Peek made a motion to appoint Dan Mosier to the Airport Board. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote. Mr. Mosier's term will expire 3/1/2026.

2. LETTER OF ENDORSEMENT – ARTS CENTER OF THE BLUEGRASS:

Commissioner Caudill made a motion to approve the letter of endorsement as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

3. DOWNTOWN MERCHANT UPDATE:

Kate Snyder addressed the Commission to give an update on the downtown merchants. No action needed.

4. RESOLUTION #2023-27-01 – OPPOSITION TO KY SENATE BILL 50/HOUSE BILL 50:

Commissioner Caudill made a motion to approve resolution #2023-27-01 as presented. The motion was seconded by Commissioner Peek and unanimously approved upon voice vote.

5. COMMUNITY GIFT CARD UPDATE:

Melanie Crossfield addressed the Commission to give an update on the community gift card program. No action needed.

6. CITY MANAGER REPORT:

See attached report.

HEAR THE PUBLIC:

Beau Cacciatore addressed the Commission and said that the streetscape project is hurting downtown businesses. He asked that the city do something to help those businesses.

Steve Cline addressed the Commission and thanked staff for getting the sidewalk on 2nd St. repaired in a timely manner.

Dan Campbell addressed the Commission to challenge the purchase of the 415 W. Main property, specifically the use of the ARPA funds to do so.

Wilma Brown addressed the Commission with concerns over the accessibility of the downtown master plan on the city website.

COMMISSIONER COMMENTS:

Commissioner Serres addressed the Commission and said that there were nice accolades about Dr. Greg Ross in the Lexington Herald Leader.

Commissioner Hollon addressed the Commission and said the Black History Month 5k was very successful with 163 participants. She said that the 5k raise \$1,000 for the Salvation Army. Commissioner Hollon also thanked staff for the food truck discussion and said that many food truck vendors said the meeting was positive and solution oriented.

7. PAYMENT OF THE BILLS:

Commissioner Hollon made a motion to approve the bill list as presented in the amount of \$252,235.26. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote. A

breakdown of the departments is as follows: General fund - \$93,212.77; General Capital - \$9,161.00; Non-departmental - \$33,686.40; Parks & Recreation - \$8,238.57; Cemetery - \$1,243.47; Stormwater - \$2,923.98; Utility - \$90,853.50; Museum - \$2,461.80; Parking - \$4,254.92; Debts & disbursements - \$6,198.85

8. 1ST READING – ORDINANCE #2007 – INSURANCE PREMIUM TAX ORDINANCE:

Commissioner Hollon made a motion to approve the 1st reading of Ordinance #2007 as presented. The motion was seconded by Commissioner Peek and unanimously approved upon roll call vote.

9. OCCUPATIONAL LICENSE UPDATE:

Leigh Compton addressed the Commission to give an occupational license update. No action needed.

10. 1ST READING – ORDINANCE #2008 – SANITARY SEWER PRETREATMENT LOCAL LIMITS:

Commissioner Peek made a motion to approve the 1st reading of Ordinance #2008 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon roll call vote.

11. RESOLUTION #2023-02-27-02 – LANDSCAPING BID AWARD:

Commissioner Serres made a motion to approve resolution #2023-02-27-02 as presented. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

12. RESOLUTION #2023-02-27-03 – FLOWER PURCHASE BID AWARD:

Commissioner Caudill made a motion to approve resolution #2023-02-27-03 as presented. The motion was seconded by Commissioner Peek and unanimously approved upon voice vote.

13. RURAL MUNICIPAL AID KYTC JOINT AGREEMENT:

Commissioner Peek made a motion that the Commission is in favor of the renewal. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

14. RESOLUTION #2023-02-27-05 – MOWING CONTRACT BID AWARD:

Mayor Atkins made a motion to approve resolution #2023-02-27-05 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

15. PLANNING & ZONING COMP PLAN UPDATE:

Josh Morgan and Mikaela Gerry addressed the Commission to give an update on the comp plan. No action needed.

16. RESOLUTION #2023-02-27-06 – SUB-BASIN F ASSESSMENT RFQ UPDATE:

Commissioner Hollon made a motion to approve resolution #2023-02-27-06 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

17. RESOLUTION #2023-02-27-08 – MALCOLM BRYANT LEASE AMENDMENT:

Commissioner Serres made a motion to approve resolution #2023-02-27-08 as presented. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

18. RESOLUTION #2023-02-27-09 – APPROVING OF CLOSING DOCUMENTS – 415 W. MAIN ST:

Commissioner Caudill made a motion to approve resolution #2023-02-27-09 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

19. RESOLUTION #2023-02-27-10 – LEASE AGREEMENT 415 W. MAIN ST:

Commissioner Caudill made a motion to approve resolution #2023-02-27-10 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

EXECUTIVE SESSION:

Commissioner Caudill made a motion to move into executive session at 6:15 p.m. for the purpose personnel pursuant to KRS 61.810(1)(f). The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

REGULAR SESSION:

Commissioner Caudill made a motion to move back into regular session at 7:18 p.m. The motion was seconded by Commissioner Peek and unanimously approved upon voice vote.

ACTION:

Commissioner Caudill made a motion to accept the resignation of Hobie Daugherty from the position of Police Officer. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

Commissioner Caudill made a motion to approve the staff's recommendation and hire Albert Booker to the position of Water Treatment Plant Operator Class IV with the usual probationary measures. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

ADJOURN:

Commissioner Caudill made a motion to adjourn at 7:19 p.m. The motion was seconded by Commissioner Peek and unanimously approved upon voice vote.

To view the meeting in its entirety please go to www.danvilleky.org and search for videos.

APPROVED:


MAYOR J.H. ATKINS

ATTEST:

Ashley Raider
ASHLEY RAIDER, CITY CLERK

City Manager Comments: February 27th, 2023



City Commission Meeting Follow-up

No additional follow up from last meeting identified

Important Dates

March 13th: next regular mtg

March 27th: next regular mtg

March 9th: 9am – 1st budget meeting, strategic planning

March 17th: Spring Econ. Dev. Symposium

March 23rd: 10am - budget meeting, strategic planning

Disruptions In Normal Operations

Downtown Streetscape Project – ongoing, projected completion June 1st, update progress mtg 2/15.

Future City Commission Meeting Agenda Items

Bond Ordinance

Downtown Master Plan – Fire Station demo

Codes Lien assessment process

Facility Use Agreement with School Districts – playgrounds, fields, and courts.

Special Activities

- FY21 Audit – Still pushing firm to complete project, 4 weeks.

Project Updates

- Budget Calendar
- Food Truck Ordinance – Ordinance Amendments forthcoming, discussion summary attached

March 2023

February 2023




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26	27	28				

March 2023

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April 2023

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22	23	24	25	26	27	28
29	30					

-  United States holidays
-  Commission and Budget
-  Home

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 4:00 PM Commission Mtg 5:30 PM Commission Mtg	28	1	2	3	4
5	6	7	8 10:00 AM Budget Meeting	9 Strategic Planning - KLC	10	11
12	13 5:30 PM Commission Mtg	14	15	16 9:00 AM 2023 Regional Opportunity Summit	17	18
19	20 Parks Planning Workshop Potential Date	21	22	23 10:00 AM Budget Meeting Strategic Planning - KLC w/ City Staff	24	25
26	27 5:30 PM Commission Mtg	28	29	30	31 10:00 AM Budget Meeting FY22 - Year End FY23 Yr. to Date FY 23 Proj. Yr End Revenue Discussion	

April 2023

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March 2023

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April 2023

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May 2023

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28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 4:30 PM Commission Mtg	27	28	29	30 10:00 AM Budget Meeting	31	1
2 Spring Break	3	4	5	6	7	8
9 5:30 PM Commission Mtg	10	11	12	13 10:00 AM Budget Meeting	14	15
16 TRK DAY	17	18	19	20	21 10:00 AM Budget Meeting Dept. Presentations Compensation Plan - update	22
23	24 5:30 PM Commission Mtg	25	26 Administrative Professionals Day	27	28 10:00 AM Budget Meeting Draft Operating Revenue Discussion Comm. Agency Bal.	29
30	1	2	3	4 10:00 AM Budget Meeting	5	6

May 2023

- United States holidays
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April 2023

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May 2023




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June 2023

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4 ■ 10:00 AM Budget Meeting Comm. Agency Presentations	5	6
7	8 ■ 5:30 PM Commission Mtg	9	10	11 ■ 10:00 AM Budget Meeting Goals & Objectives Capital Program Econ. Dev. Program	12	13
14 Memorial Day	15 Police Officers Memorial Day	16	17	18	19 ■ 10:00 AM Budget Meeting 1st full FY 23 draft	20
21	22 ■ 5:30 PM Commission Mtg	23	24	25	26 ■ 10:00 AM Budget Meeting Final Draft w/revision Full Detail	27
28	29 Memorial Day	30	31	1	2 ■ 10:00 AM Budget Meeting Full Budget Presentation 1st Reading	3

June 2023

-  United States holidays
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May 2023							June 2023							July 2023						
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14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 Memorial Day	29	30	31	1	2 10:00 AM Budget Meeting	3
4	5	6	7	8	9	10
11 5:30 PM Commission Mtg	12 Summary 2nd Reading	13	14 Flag Day	15	16	17
18 Father's Day	19 Juneteenth	20	21	22	23	24
25 5:30 PM Commission Mtg	26	27	28	29	30	1

July 2023

June 2023

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July 2023

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August 2023

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26 5:30 PM Commission Mtg	27	28	29	30	1
2	3	4 Independence Day	5	6	7	8
9	10 5:30 PM Commission Mtg	11	12	13	14	15
16	17	18	19	20	21	22
23	24 5:30 PM Commission Mtg	25	26	27	28	29
30	31	1	2	3	4	5