

**MINUTES OF THE  
DANVILLE CITY COMMISSION**

The Board of Commissioners of the City of Danville, Kentucky convened in a Regular Commission Meeting in the Public Meeting room at City Hall/Police Station on Monday, June 25th, 2018 at 5:30 p.m.

**COMMISSIONERS PRESENT:**

Mayor Perros  
Commissioner Serres  
Commissioner Atkins  
Commissioner Caudill

**COMMISSIONERS ABSENT:**

Commissioner Terry

**OTHERS PRESENT:**

Ron Scott, City Manager  
Donna Peek, City Clerk  
Stephen Dexter, City Attorney  
Tony Gray, Police Chief  
Ken Pflug, Fire Chief  
Nick Warren, IT Director  
Bridgette Lester, Codes Director  
Joyce Collins, Administrative Asst.  
Ashley Raider, Administrative Asst.  
Nick Wade, Heart of Danville Director  
Steve Hunter, P&Z Director  
Bobbie Curd, Advocate Messenger  
Wilma Brown  
Jennifer Kirchner  
Jamie Peyton  
Janet Hamner  
Jane Brantley  
Lita Leavell  
Others

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

Commissioner Atkins began the meeting with a prayer. Steve Cline led the Commission in the pledge of allegiance.

Mayor Perros asked everyone to remember the family of George McClure and mentioned that the memorial had been held over the weekend.

**AGENDA APPROVAL:**

The Commission approved the agenda as presented.

**HEAR THE PUBLIC:**

No public comment.

**1. APPROVAL OF THE MINUTES OF 6/11/2018:**

Commissioner Serres made a motion to approve the minutes of 6/11/2018 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

**2. CEMETERY RATE DISCUSSION:**

City Manager Ron Scott addressed the Commission and presented recommendations for rate increases in for the city owned cemeteries. Commissioner Caudill made a motion to approve to rate increase recommendation as presented. The motion was seconded by Commissioner Atkins and unanimously approved upon voice vote.

See attached memo.

**3. 2<sup>nd</sup> READING – ORDINANCE #1914 – TRANNAV INCENTIVE:**

Commissioner Caudill made a motion to approve the 2<sup>nd</sup> reading of ordinance #1914 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon roll call.

**“AN ORDINANCE PURSUANT TO THE KENTUCKY BUSINESS INVESTMENT ACT (KRS 154.32-010 – 154.32-100) GRANTING TRANNAV TECHNOLOGIES, INC. A WAGE ASSESSMENT; GRANTING CERTAIN EMPLOYEES OF COMPANY A PARTIAL CREDIT AGAINST CITY OF DANVILLE OCCUPATIONAL LICENSE TAX; AND PROVIDING PROVISIONS FOR RECAPTURE OF THESE BENEFITS IN CERTAIN EVENTS.”**

**4. 2<sup>nd</sup> READING – ORDINANCE #1915 – TRANNAV 2018-2019 CITY BUDGET:**

Commissioner Caudill made a motion to approve the 2<sup>nd</sup> reading of ordinance #1915 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon roll call.

**“AN ORDINANCE ADOPTING THE CITY OF DANVILLE, KENTUCKY, ANNUAL BUDGET FOR THE FISCAL YEAR 7-1-18 THROUGH 6-30-19 BY APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT.”**

**5. 1<sup>st</sup> READING – ORDINANCE #1916 – COMPENSATION/CLASSIFICATION FY 18-19:**

Commissioner Serres made a motion to approve the 1<sup>st</sup> reading of ordinance #1916 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon roll call.

**“AN ORDINANCE AMENDING CDO 2-96, PERTAINING TO THE CLASSIFICATION PLAN, COMPENSATION PLAN, AND POLICIES AND PROCEDURES FOR CITY PERSONNEL.”**

**6. 1<sup>st</sup> READING – ORDINANCE #1917 – ALCOHOL REGULATORY FEE FY 18-19:**

Commissioner Atkins made a motion to approve the 1<sup>st</sup> reading of ordinance #1917 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon roll call.

**7. DISCUSSION OF PROPERTY AT 222 EAST MARTIN LUTHER KING BLVD:**

Codes Director Bridgette Lester addressed the Commission requesting that a motion be made to foreclose on the property at 222 East Martin Luther King Blvd. Commissioner Caudill made a motion to approve the recommendation from the City attorney as presented. The motion was seconded by Commissioner Atkins and unanimously approved upon voice vote.

**8. RESOLUTION #2018-06-25-01–CERTIFIED LOCAL GOVERNMENT SUB GRANT AWARD:**

Commissioner Serres made a motion to approve resolution #2018-06-25-01 as presented. The motion was seconded by Commissioner Atkins and unanimously approved upon voice vote.

To read the resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**9. CITY MANAGER REPORT:**

City Manager Ron Scott presented his report to the Commission and requested that the City Commission have a Special Called Meeting regarding the proposed location of the new fire station on Thursday, July 5<sup>th</sup>, 2018 at 5:30 p.m. and the Commission agreed.

Mr. Scott said that the Parks and Recreation master study should be ready by the end of July and will be presented at the first Commission meeting in August.

**HEAR THE PUBLIC:**

Nancy Davis addressed the Commission and asked that the parking signs at City Hall be changed from 15 minutes to 2 hours like all other businesses' parking on Main Street.

Lita Leavell addressed the Commission about a paving issue on the street at which her business, Bluegrass Hearing, is located.

Jane Brantley addressed the Commission and asked that the water wall in Weisiger Park be repaired as half of it is out. She also asked if there was a way to make the water wall more visible.

**COMMISSIONER COMMENTS:**

Commissioner Serres wished Parks & Recreation Executive Director John Drake well on his retirement.

Mayor Perros thanked the Danville Police Department for their work at the recent Wellness Center event. Mayor Perros said that the Commission's thoughts were with the officer that involved in the accident on Sunday night and said it was his understanding that the officer was going to be alright. He also discussed his recent trip to the KLC Board of Directors meeting. He said that the KLC did a nice job of representing cities at the last Legislative session and that it was also a good view point of what was coming. Mayor Perros asked if City Manager Ron Scott had an update on the pension phase in since Senate Bill 151 was ruled unconstitutional.

**10. PAYMENT OF THE BILLS:**

Commissioner Caudill made a motion to approve the bills as presented in the amount of \$185,707.20. The motion was seconded by Commissioner Atkins and unanimously approved upon voice vote. A breakdown of departments is as follows: General fund - \$71,068.53; Utility Fund - \$99,475.98; Non-departmental - \$6,147.70; Capital - \$3,438.14; Storm water fund - \$27.09; Parking fund - \$545.50; Cemetery fund - \$590.33; Garbage Fund - \$4,325.00; Debt and disbursements - \$185,618.27 and water refunds - \$88.93.

**11. RESOLUTION #2018-06-25-02 -- SURPLUS ITEMS LIST APPROVAL:**

Commissioner Atkins made a motion to approve resolution #2018-06-25-02 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

To read this resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**12. RESOLUTION #2018-06-25-03 -- GOV DEALS MEMORANDUM OF UNDERSTANDING:**

Commissioner Serres made a motion to approve resolution #2018-06-25-03 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

To read this resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**13. RESOLUTION #2018-06-25-04 – BOYLE COUNTY HEALTH DEPARTMENT CONTRACT AGREEMENT:**

Commissioner Atkins made a motion to approve resolution #2018-06-25-04 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

To read this resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**14. RESOLUTION #2018-06-25-05 – DELTA DENTAL FY 18-19 RENEWAL:**

Commissioner Atkins made a motion to approve resolution #2018-06-25-05 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

To read this resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**15. RESOLUTION #2018-06-25-06 – 4<sup>TH</sup> STREET CELL TOWER AGREEMENT REVISION:**

Commissioner Atkins made a motion to approve resolution #2018-06-25-06 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

To read this resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**16. DRAFT FOR DISCUSSION AND/OR ACTION – ORDINANCE #1918 – CHANGES TO PARKING ORDINANCE:**

City Attorney Stephen Dexter discussed the draft of ordinance #1918. After explanation, Commissioner Caudill made a motion to approve the 1<sup>st</sup> reading of ordinance #1918 as presented. The motion was seconded by Commissioner Serres and approved unanimously upon roll call.

**17. RESOLUTION #2018-06-25-07 – PARK ADHOC EXTENSION:**

Commissioner Serres made a motion to approve resolution #2018-06-25-07 as presented. The motion was seconded by Commissioner Caudill and passed with a vote of 3-1. Commissioner Atkins, Commissioner Serres and Mayor Perros all voted yes. Commissioner Caudill voted no.

To read this resolution in its entirety please visit [www.danvilleky.org](http://www.danvilleky.org)

**EXECUTIVE SESSION:**

Commissioner Caudill made a motion to move into executive session at 7:03 p.m. pursuant to KRS 61.810 1(f) for the purpose of personnel. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

**REGULAR SESSION:**

Commissioner Serres made a motion to move back into regular session at 7:24 p.m. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

**ACTION:**

Commissioner Caudill made a motion to approve staff's recommendation and hire Krystal Blackburn to the position of Telecommunicator with the usual probationary measures. The motion was seconded by Commissioner Atkins and unanimously approved upon voice vote.

Commissioner Atkins made a motion to approve staff's recommendation and hire Jacob Farley and Cody Crawford to the position of Police officer recruit with the usual probationary measures and completion of Phase II. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

**ADJOURN:**

Commissioner Caudill made a motion to adjourn at 7:26 p.m. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

To view the meeting in its entirety please go to [www.danvilleky.org](http://www.danvilleky.org) and search for videos.

APPROVED:

  
MAYOR G. MICHAEL FERROS

ATTEST:

  
DONNA PEEK, CITY CLERK

**Memorandum**

**To: Mayor and City Commissioners**  
**From: Ron Scott, City Manager**  
**Date: June 21, 2018**  
**Re: Recommended Changes to Fees Affecting our Cemeteries**

You will recall that Ms. Gail Louis, Chair of our Cemetery Committee, previously made a number of recommendations to the City Commission on behalf of the Cemetery Committee. Generally speaking, these requested changes were:

- 1) To increase and make uniform fees between Bellevue and Hilldale for the cost of grave sites;
- 2) To increase fees for city services, such as the opening and closing of graves and internment of cremation remains;
- 3) To authorize the sale of single grave sites instead of continuing to require the purchase of two graves sites with each purchase; and
- 4) To construct a cemetery pavilion or similar structure(s) at our cemeteries as was recommended by our last Cemetery Master Plan.

I and other city staff members have reviewed these recommendations of our Cemetery Committee, and have looked at fees charged by other cities for these services. Although direct comparison of fees among cities is difficult, it should be recognized that in Danville fees for most grave sites or city cemetery services have not been increased since 1990. Accordingly, the following fees for city cemetery services are recommended, effective July 1, 2018 and thereafter:

- 1) All fees for the selling of graves be increased by 10%. Given that fees have not increased since 1990 (except for sales of graves in the "new section" of Bellevue), this increase may be viewed as a modest increase; and.
- 2) All city services be increased by 15% (opening and closing of graves, or scattering of cremation remains). Given the fact that our fees have not changed since 1990, this too may be viewed as a modest increase.

We do not recommend making changes in the sale of all cemetery lots to a uniform price, as it would have the unintended consequence of disproportionality increasing the cost of graves in Hilldale Cemetery compared with the increased price for graves in Bellevue.

Finally, we are not yet in a position to recommend the construction of a pavilion or similar structure at our cemeteries. In the next fiscal year we will be considering how to most cost-effectively utilize the vacant lot adjoining Bellevue, and will have a future recommendation on this issue sometime in the next fiscal year.

**Bellevue and Hilldale Cemeteries regular hours are**  
**8:00 a.m.-4:00 p.m. - Monday - Friday**

**Bellevue Cemetery**

<b>Types of Grave Space</b>	<b>Current Fees</b>	<b>Proposed Fees increased 10%</b>
<b>Sections M, N, O, P, and R</b>		
Price per Grave Space - City Resident	\$390	\$429
Price per Grave Space - Non-City Resident	\$624	\$686
<b>Sections U, V, and W</b>		
Price per Grave Space - City Resident	\$750	\$825
Price per Grave Space - Non-City Resident	\$1,500	\$1,650
<b>All Other Sections</b>		
Price per Grave Space - City Resident	\$325	\$358
Price per Grave Space - Non-City Resident	\$520	\$572

**Hilldale Cemetery**

<b>Types of Grave Space</b>	<b>Current Fees</b>	<b>Proposed Fees Increased 10%</b>
Price per Grave Space - City Resident	\$325	\$358
Price per Grave Space - Non-City Resident	\$400	\$440

## Services

Type of Service	Current Fees	Proposed Fees Increased 15%
Services (Opening & Closing) - Weekday	\$600	\$690
Overtime/ Late Fee (Applicable to any funeral scheduled at a remote location after 1:00 pm)	\$150	\$173
Services (Opening & Closing) - Saturday or Sunday*	\$1,200	\$1,380
Government (Veteran) Marker Placement	No Fee	No Fee

Type of Service	Current Fees	Proposed Fees Increased 15%
Cremation Single Niche - City Resident	\$75	\$86
Cremation Single Niche - Non-City Resident	\$125	\$144
Cremation Double Niche - City Resident	\$125	\$144
Cremation Double Niche - Non-City Resident	\$200	\$230
Cremation (Scattering)	\$25	\$29
Cremation Burial	\$100	\$115

**\*\*Cremation burial services for off hours - proposed at \$250.00\*\***

\*Sunday Services require City Manager approval.

\*\*Pauper Burial includes opening and closing only.