

**MAY 16, 2023
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MINUTES OF REGULAR COUNCIL MEETING
VERSAILLES MUNICIPAL BUILDING/5:30 P.M.**

ROLL CALL: MAYOR BRIAN TRAUGOTT PRESIDED OVER THE MEETING. ALSO PRESENT WERE COUNCIL MEMBERS MARY BRADLEY, LAURA DAKE, LISA JOHNSON, GARY JONES AND ANN MILLER. COUNCIL MEMBER CHANTEL BINGHAM WAS ABSENT. CITY ATTORNEY BILL MOORE WAS ALSO PRESENT.

DEPT. HEADS: BART MILLER, MIKE MURRAY, T.A. RANKIN, AND ELIZABETH REYNOLDS WERE PRESENT REPRESENTING THEIR RESPECTIVE DEPARTMENTS.

Public Comment

No public comment was received.

MOTION BY BRADLEY, SECONDED BY DAKE TO APPROVE AND ADOPT THE MINUTES OF THE MAY 2, 2023 REGULAR MEETING OF THE COUNCIL.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY BRADLEY, SECONDED BY JOHNSON TO APPROVE AND ADOPT THE MINUTES OF THE MAY 9, 2023 REGULAR WORK SESSION OF THE COUNCIL.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Greyson Evans and Logan Hart, with Bluegrass Area Development District, presented several resolutions to the council to ensure full compliance with federal regulations regarding the CDBG grant for the Rick & Still Economic Development Project. He noted that these are boiler plate, standard resolutions.

MOTION BY MILLER, SECONDED BY DAKE TO APPROVE AND ADOPT RESOLUTION 2023-5 GUIDEFORM RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN UNDER SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED, REGARDING HUD COMMUNITY DEVELOPMENT BLOCK GRANTS.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY JOHNSON, SECONDED BY BRADLEY TO APPROVE AND ADOPT RESOLUTION 2023-6 COMMUNITY DEVELOPMENT BLOCK GRANT PROCUREMENT STANDARDS FOR THE CITY OF VERSAILLES, KENTUCKY.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY BRADLEY, SECONDED BY MILLER TO APPROVE AND ADOPT RESOLUTION 2023-7 FAIR HOUSING RESOLUTION.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY JOHNSON, SECONDED BY DAKE TO APPROVE AND ADOPT RESOLUTION 2023-8 DRUG-FREE WORKPLACE POLICY.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY BRADLEY, SECONDED BY MILLER TO APPROVE AND ADOPT RESOLUTION 2023-9 REGARDING TITLE VI.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY DAKE, SECONDED BY BRADLEY TO APPROVE AND ADOPT RESOLUTION 2023-10 AUTHORIZING RESOLUTION FOR PROJECT ADMINISTRATION.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Mayor Traugott stated that the City had solicited qualifications for the architectural services for the Safe Room project. Only one submission was received, from Michael McCoy Architects. He noted that this was not unexpected, as very few firms are familiar with dome projects. Mayor Traugott asked the council for approval to negotiate with the company for design services.

MOTION BY BRADLEY, SECONDED BY MILLER TO AUTHORIZE MAYOR TRAUGOTT TO NEGOTIATE WITH MICHAEL MCCOY ARCHITECTS, INC. FOR DESIGN SERVICES FOR THE SAFE ROOM PROJECT.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Rich Pictor, Director of Parks and Recreation, asked the council to consider a request from the Parks and Recreation Board to change Park Street to one-way. He noted that they recommended it be one-way from north to south, going from the library end to the Rose Hill end. He stated that making it one-way would limit the amount of traffic around Big Spring Park and allow them to have more greenspace. Mayor Traugott stated that they will start with doing traffic counts to see what the volume of vehicles is in that area. He noted that they would discuss the request further after they have reviewed traffic data.

At the request of Council member Bradley, City Attorney Moore provided second reading of Ordinance 2023-6 Amending the City of Versailles, Kentucky Annual Enterprise Fund Budget for the Fiscal Year Beginning July 1, 2022 through June 30, 2023 by Estimating Revenues and Appropriations for the Operation of the Enterprise Fund, as follows:

**CITY OF VERSAILLES
ORDINANCE NO. 2023-6**

**TITLE: AN ORDINANCE AMENDING THE CITY OF
VERSAILLES, KENTUCKY ANNUAL ENTERPRISE FUND BUDGET
FOR THE FISCAL YEAR BEGINNING
JULY 1, 2022 THROUGH JUNE 30, 2023 BY ESTIMATING REVENUES AND
APPROPRIATIONS FOR THE OPERATION OF THE ENTERPRISE FUND**

WHEREAS, the Versailles City Council has approved and adopted the proposed **Fiscal Year 2022-2023** budget and recommends that the proposed revenues and appropriations be amended by said Versailles City Council; and **NOW, THEREFORE**, be it ordained by the City of Versailles,

SECTION 1: That the proposed Enterprise Fund budget for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023 hereby be amended as follows:

<u>ESTIMATED REVENUES</u>	<u>WATER, SEWER, GARBAGE</u>
Water Service	\$ 3,300,000
Meter Sales of Water	1,500
Sewer Service	3,500,000
Turn-On Fees	22,000
Tap-On Fees	150,000
Penalties	150,000
Check Fees	3,000
Sewer Service – Stonegate	330,000
Sewer-Septic Tank Waste	140,000
Interest Income	40,000
Refuse Collection Revenue	700,000
Wastewater Impact Fees	100,000
2018-19 Bond Issue Revenue	212,400

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Sale of Surplus Property	—1,595	\$ 108,000
<u>KLC Safety Grant</u>		<u>5,000</u>
<u>Insurance Claim Revenue</u>		<u>70,505</u>
<u>Loan Payment Revenue from General Fund</u>		<u>250,000</u>
TOTAL ESTIMATED REVENUES	\$ 8,650,495	\$ <u>9,082,405</u>
 <u>ESTIMATED OPERATING EXPENSES</u>		
Water Department	\$ 3,453,306	\$ <u>3,602,518</u>
Sewer Department	—3,550,275	<u>3,727,775</u>
Garbage Department	700,000	
TOTAL ESTIMATED OPERATING EXPENSES	\$ 7,703,581	\$ <u>8,030,293</u>
 <u>ESTIMATED CAPITAL EXPENSES</u>		
Water Department	\$ 1,016,025	\$ <u>1,052,625</u>
Sewer Department	\$ 1,095,175	<u>1,152,175</u>
Garbage Department	0	
TOTAL ESTIMATED CAPITAL EXPENSES	\$ 2,111,200	\$ <u>2,204,800</u>
 ESTIMATED EXPENSES (OPERATING/CAPITAL) (OVER)/UNDER REVENUES	 \$ (1,164,286)	 \$ <u>(1,152,688)</u>
 ACTUAL FUND BALANCE AT JUNE 30, 2022	 \$ 13,691,577	
 PROJECTED FUND BALANCE AT JUNE 30, 2023	 \$ 12,527,291	 \$ <u>12,538,889</u>

WHEREAS, this ordinance shall become effective upon passage and publication as required by law.

INTRODUCED and given first reading at a meeting of the Versailles City Council on the 2nd day of May, 2023 and fully adopted after the second reading at a meeting of said Council held on the 16th day of May, 2023.

APPROVED:

BRIAN TRAUGOTT, MAYOR
CITY OF VERSAILLES, KENTUCKY

ATTEST:

ELIZABETH C. REYNOLDS, CITY CLERK

MOTION BY BRADLEY, SECONDED BY DAKE TO APPROVE AND ADOPT ORDINANCE 2023-6 AMENDING THE CITY OF VERSAILLES, KENTUCKY ANNUAL ENTERPRISE FUND BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 THROUGH JUNE 30, 2023 BY ESTIMATING REVENUES AND APPROPRIATIONS FOR THE OPERATION OF THE ENTERPRISE BUDGET.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Mayor Traugott stated that Ordinance 2023-5 had a few changes since last council meeting so it requires another first reading.

At the request of Council member Bradley, City Attorney Bill Moore provided first reading of Ordinance 2023-5 Amending the City of Versailles, Kentucky Annual General Fund Budget for the Fiscal Year July 1, 2022 through June 30, 2023 by Estimating Revenues and Appropriations for the Operation of City Government Services.

Mayor Traugott presented Municipal Order 2023-3 which creates a retention tool for the police department and gives officers something to work toward.

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MOTION BY BRADLEY, SECONDED BY MILLER TO APPROVE AND ADOPT MUNICIPAL ORDER 2023-3 ADOPTING POLICE POLICY NUMBER 100.142 CREATING THE APPOINTMENT OF MASTER AND ADVANCED POLICE OFFICERS.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Mayor Traugott noted that he has tasked each Department Director with reviewing all of their position descriptions and updating them. He presented a municipal order which updates most of the police department descriptions, with the main change being the addition of “tasers and tourniquets” to the required tools of use for sworn officers. Chief Murray stated that he had left that addition off of the School Resource Officer job description that was distributed but it should be included.

MOTION BY BRADLEY, SECONDED BY MILLER TO APPROVE AND ADOPT MUNICIPAL ORDER 2023-4 UPDATING POSITION DESCRIPTIONS FOR SEVERAL POSITIONS WITHIN THE POLICE DEPARTMENT AND VERSAILLES-MIDWAY-WOODFORD COUNTY 911 DEPARTMENT WITH THE VERBAL AMENDMENTS DISCUSSED.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Mayor Traugott presented the bid received for the Nuisance Mowing Contract for May 17, 2023 through December 31, 2024 as follows:

NOSS SERVICES	½ ACRE TO 1 ACRE - \$600.00
	½ ACRE - \$500.00
	LESS THAN ½ ACRE - \$450.00
	GREATER THAN 1 ACRE - \$350.00/ACRE

City Clerk Reynolds stated that Watkins Pro Lawns had been awarded the contract for the past several years and they have now retired. She noted that she had contacted several mowing companies in Woodford County to solicit bids and they all stated that they weren't interested or didn't return her call. She stated that the nuisance process includes filing a lien against the property for the amount paid for the mowing plus filing fees.

MOTION BY DAKE, SECONDED BY JOHNSON TO APPROVE AND ACCEPT THE BID AS PRESENTED BY NOSS SERVICES FOR THE NUISANCE MOWING CONTRACT AS LISTED.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

City Clerk Reynolds presented Change Order No. 1 for KCTCS System Office Roof Replacement Project. She stated that because the City owns the building, any change orders over \$20,000 must be approved by the council. Mrs. Reynolds noted that the project is being completely funded by KCTCS.

MOTION BY BRADLEY, SECONDED BY DAKE TO APPROVE CHANGE ORDER NO. 1 AS PRESENTED BY ESKOLA, LLC IN THE AMOUNT OF 22,264.19 FOR THE KCTCS SYSTEM OFFICE ROOF REPLACEMENT PROJECT.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY DAKE, SECONDED BY BRADLEY TO ACCEPT THE AUDIT PROPOSAL FOR FISCAL YEAR 2022-2023 AS PRESENTED BY RFH CPAs.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY MILLER, SECONDED BY DAKE TO APPROVE THE APPOINTMENT OF J.J. MARTIN TO THE BOARD OF TAX APPEALS.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

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Mayor Miscellaneous

Mayor Traugott asked everyone to keep Susan Jones, with Animal Control, in their prayers as she will be undergoing surgery for a brain tumor.

He wished good luck to everyone on the ballot today.

He announced the upcoming events including this week's VMA Block Party on Green Street on Friday night, May 19th, and Art in the Park on May 19th and 20th on the Woodford Inn lawn.

Mayor Traugott presented the Neighborhood Grant application as submitted for Huntertown Glen.

MOTION BY DAKE, SECONDED BY JOHNSON TO APPROVE THE NEIGHBORHOOD GRANT APPLICATION AS SUBMITTED BY HUNTERTOWN GLEN IN THE AMOUNT OF \$7,500.00.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

He distributed the proposed zoning changes and asked that the council consider those changes recommended by the Planning Commission and hopefully take action on them in the coming weeks.

Council Miscellaneous/ Committee Reports

Council member Dake stated that they had held their first EV Charging Stations ad hoc committee meeting. She requested to add Bill Kain to the committee, noting that Ford is mandating that all of their dealerships install charging stations and Mr. Kain has been completing research.

MOTION BY DAKE, SECONDED BY MILLER TO APPROVE THE ADDITION OF BILL KAIN WITH JACK KAIN FORD TO THE EV CHARGING STATIONS AD HOC COMMITTEE.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Council member Johnson noted that a citizen had requested a Water and Sewer committee meeting which will be held on June 6th at 5:00pm.

Department Directors

Public Works Director Miller presented a surplus request for a dump truck with a salt spreader that they are no longer using.

MOTION BY DAKE, SECONDED BY JOHNSON TO APPROVE THE REQUEST TO SURPLUS, AND ADVERTISE FOR SALE ON GOVDEALS.COM, A 2003 CHEVROLET 7500 CAB AND CHASSIS DUMP TRUCK WITH A SALT SPREADER.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Mr. Miller stated that the public works department has also been using an old police cruiser that was donated to them by the police department and they no longer have use for it. Police Chief Murray is requesting it be approved for surplus and sold on govdeals.com.

MOTION BY DAKE, SECONDED BY BRADLEY TO APPROVE THE REQUEST TO SURPLUS, AND ADVERTISE FOR SALE ON GOVDEALS.COM, A 2009 FORD CROWN VICTORIA.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Public Works Director Miller reminded everyone that it is illegal to put signs of any kind on utility poles or street signs and they will be removed immediately.

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Chief Murray praised the Versailles Police Department on their 2023 police accreditation and recognized their accreditation committee: Administrative Assistant Tracy Combs, Assistant Chief Rob Young, Sergeant Anthony Conner, Sergeant Tim Conner, Officer Nathan Craig, and Officer Jeff Haney.

MOTION BY BRADLEY, SECONDED BY JOHNSON TO ENTER INTO EXECUTIVE SESSION PURSUANT TO KRS 61.810(1)(b) TO DELIBERATE ON THE FUTURE ACQUISITION OR SALE OF REAL PROPERTY AND KRS 61.810(1)(c) TO DISCUSS PROPOSED OR PENDING LITIGATION AGAINST OR ON BEHALF OF THE CITY OF VERSAILLES.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY BRADLEY, SECONDED BY DAKE TO RETURN FROM EXECUTIVE SESSION WITH NO ACTION TAKEN.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

MOTION BY DAKE, SECONDED BY JOHNSON TO APPROVE A SETTLEMENT OF LITIGATION BETWEEN THE CITY OF VERSAILLES AND KENTUCKY LEAGUE OF CITIES INSURANCE SERVICES IN THE AMOUNT OF \$300,000 FOR THE KCTCS SYSTEM OFFICE.

The vote was as follows: Bradley, Dake, Johnson, Jones, and Miller voting aye.

Mayor Traugott adjourned the meeting without objections.

APPROVED:

BRIAN TRAUGOTT, MAYOR

ATTEST:

ELIZABETH C. REYNOLDS, CITY CLERK