

City of Falmouth
Regular Council Meeting Minutes
December 12, 2017
7:00 PM

ORIGINAL

Falmouth City Council met in regular session at 7:00 pm on December 12, 2017 with Mayor Ron Stinson presiding. Council Members present: Amy Hurst, Philis Wait, Alex Carson, April DeFalco, Amy Hitch, and Sebastian Ernst.

With a quorum present the meeting was called to order. The meeting opened with the Pledge of Allegiance and Prayer by Council Member Amy Hurst.

Council Meeting Minutes from November 14 and November 20, 2017 were presented to Council for approval.

- Motion to accept all minutes by Council Member Wait, second by Council Member Carson. All Aye.

DEPARTMENTAL UPDATES

Fire Department - Chief David Marquardt

Chief Marquardt was absent. Fire reports were distributed to council before the meeting.

Water/Waste Water Department – Interim Supervisor Travis Lonaker

Water: Heater relay went down but was able to replace. Got basin cleaned out.

Waste Water: 2-3 weeks before we can get anything done at Bonar Station. Received both flow meters. Both sets of UV are working. Discussed the roof problems and options regarding repair. Looking at scheduling work to be done in Spring but if the City chooses to continue with the proposed company they need to provide their liability insurance certificate at that time.

Public Works – Interim Supervisor Joe Wells

Wells reported that the newer garbage truck was down and that we should get the truck back tomorrow. Will be running leaf pick up another two weeks, through the end of December. Company will be coming on Friday for a demonstration on line locator equipment.

Council Member Hitch brought up the idea of a Falmouth sign reveal since the sign was completed that Rick Mineer had been working on. Council scheduled the reveal for Thursday at 5:30pm.

Council Member Hurst requested that council consider investing in a projector for meetings and presentations.

Police Department – Chief Spaulding

Chief Spaulding said he would be doing some work on his report since he thinks some numbers look to be incorrect. He informed council he was looking into getting prices for new cruisers. Also informed council that he has been working on a contract that would be provided to any new hire that the city looks into sending to the academy. Chief informed council that we have a new administrator Mandy Smith in the Police Department. Council had some animal control questions and he informed council that the police had some equipment that they were not aware of but are now using and thinks this will help with animal control.

Code Enforcement – Chris Pelle

Pelle reported that he is now on radio dispatch. Informed council that 130 W Shelby building was coming down but they had an equipment fire that has set the owner back. 405 4th Street will be leveled to make a parking lot.

Clerks Department – City Clerk Chrissy O'Hara

Department is continuing to work on policy handbook. Shelley has been working on all the general changes; hope to have a section or two ready for review by Thursday's meeting. Informed council that we submitted for the 2017 Liability Grant and received \$3000. Submitted the State Aid Allotment for 2017 and received \$10,500; we cannot receive the entire \$11,000 unless someone reports the proper information to them regarding fire runs. Reminded Council that we need to be working on the Occupational License Ordinance so we can have it passed before April. Working on reports for garbage department.

Standing Committee Reports

Revitalization & Events Committee

Reported by Council Member Carson: Working on the Christmas parade; went over the many different events that will be taking place on Saturday, December 16th.

Infrastructure and Public Works Committee

Reported by Council Member Ernst: Mike Moore came and provided Flood information. He reminded everyone of the App that you can download on water levels. Invited council to the December 20th dinner. Ernst proposed questions about intersection at Chapel and W Shelby. Said the state would be conducting a study to see what is needed. Still working on the garbage issues. Discussing sidewalks and encroachment permits with Brian Thompson to determine city requirements.

Personnel Committee – Will be meeting on December 14, 2017. Still working policies and updates.

Finance Committee – No new information other than keeping in mind that the city will be starting the working process in preparation for new budget.

ORIGINAL

New Business

JoEllen Mitchell update on Adult Education Programs

JoEllen Mitchell was present to update Council on what the Adult Education Program offers. They help individuals earn a GED, prepare for college/training, earn related job-related certificates, increase employability skills and much more.

Policy discussion regarding unused vacation time for employees.

After lengthy discussion regarding the different options motion was made.

- Motion to roll over any vacation time through calendar year 2018 by Council Member Ernst, second by Council Member Wait.
Vote: Carson, Yes. Ernst, Yes. DeFalco, Yes. Hitch, Yes. Wait, Yes. Hurst, Yes.
Resolved: Motion carried.
- Motion to payout the personal days left as of December 31, 2017 by Council Member Wait.
Motion Failed without a second.
- Motion to roll over personal days through calendar year 2018 by Council Member Carson, second by Council Member Hitch.
Vote: Carson, No. Ernst, Yes. DeFalco, No. Hitch, Yes. Wait, No. Hurst, Yes.
3 – Yes 3 - No. Mayor vote Yes.
Resolved: Motion carried.

The Clerks Department will work to make sure employees use personnel time first to finish out this year. They will also make sure that employee supervisors are notified of employee's time and reminders will be given to employees to use their time throughout the year.

Procurement for City Attorney

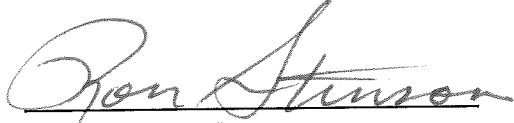
Bill Mitchell was present to go over the Procurement Code and discuss the details of the procedure.

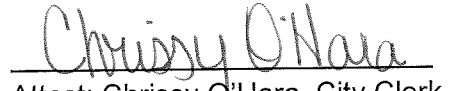
- Motion to approve the Resolution #1 for Procurement Code by Council Member Carson, second by Council Member DeFalco. All Aye.

Council was instructed to set up a committee for Procurement. Committee will consist of Ron Stinson, Chrissy O'Hara, Jeff Carson, Sebastian Ernst, Philis Wait, and Amy Hurst.

ORIGINAL

With no further business to come before the Council a motion to adjourn was made by Council Member Carson, second by Council Member Hurst. Motion passed unanimously. Meeting adjourned.


Ron Stinson, Mayor


Attest: Chrissy O'Hara, City Clerk

CITY OF FALMOUTH
PENDLETON COUNTY, KENTUCKY
RESOLUTION NUMBER: 01-2017

A RESOLUTION BY THE CITY OF FALMOUTH RELATED TO THE PROCUREMENT OF LEGAL SERVICES FOR THE CITY

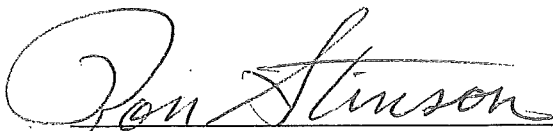
WHEREAS; the city has need for the services of a qualified general legal counsel, and

WHEREAS; the city has chosen to select a general legal counsel utilizing the Kentucky Model Procurement Code,

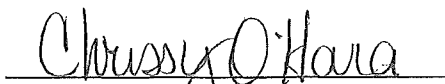
NOW THEREFORE BE IT RESOLVED, by the City of Falmouth Kentucky as follows:

- That the city hereby adopts the Kentucky Model Procurement Code, as attached herein, as the principle procedure for the selection of a general legal counsel,
- That the city solicits for general legal counsel utilizing the *Request for Qualification (RFQ)* provision of the Kentucky Model Procurement Code,
- That staff be directed to prepare and RFQ statement for publication in the local newspaper of general circulation,
- That a RFQ selection committee be formed by the mayor to conduct the RFQ selection process,
- That the selection committee will recommend to the full city council for their consideration a candidate to be chosen as general legal counsel for the city,
- That a record of this procurement process shall be maintained at the city building for public inspection.

Done at a regular meeting of the City of Falmouth held at 7:00 p.m. on December 12, 2017.


Ron Stinson, Mayor
City of Falmouth

ATTEST:


Chrissy O'Hara, City Clerk