



K E N T U C K Y

Ashland Board of Commissioners

Thursday, March 14, 2019

12:00 PM

Commissioners' Chambers

AGENDA

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. RECEIVE AND FILE AGENDA

V. RECEIVE AND FILE MINUTES

- a. *Regular Meeting February 28, 2019*

VI. HEARINGS AND REPORTS

- a. *Mayor and Commissioners' Comments*
- b. *City Manager's Report*

VII. PUBLIC PARTICIPATION - FOR ITEMS NOT LISTED ON THE AGENDA. Anyone with a comment or request may come to the podium and address the Commission concerning matters related to City business, services or personnel. Comments related to election issues or concerning personal disputes will not be allowed. Personal attacks, obscene, or threatening language will not be tolerated. Presentations are limited to five (5) minutes. A yellow light indicates 30 seconds remain and a red light means the time limit has expired. Only one speaker is permitted per subject. No action will be taken at this meeting. Those with comments are asked to fill out an "Inquiry/Complaint Form" and leave it with the City Clerk for distribution to the proper City Department.

VIII. OLD BUSINESS

- a. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A CONTRACT BETWEEN THE CITY OF ASHLAND AND BLK CONSTRUCTION, LLC FOR ALL LABOR & MATERIALS FOR MISCELLANEOUS CONCRETE AND ASPHALT REPAIR WORK FOR UP TO ONE YEAR IN THE AMOUNT OF \$465,070.00 FOR THE DEPARTMENT OF PUBLIC SERVICES AND UTILITY OPERATIONS, DIVISIONS OF WASTEWATER COLLECTION AND WATER DISTRIBUTION.

Fiscal Note: Total bid amount is \$465,070 and budgeted in various City divisions. Prices vary per type of concrete project needed.

b. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A CONTRACT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND TRI-STATE CONSTRUCTION & ENTERPRISE L.L.C. IN THE AMOUNT OF \$58,058.58 FOR RENOVATIONS AT SAFE HARBOR OF NORTHEAST KENTUCKY, BUILDING #3, RESULTING IN AN ADA COMPLIANT TRANSITIONAL UNIT, TO BE PAID FROM COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR PROGRAM YEAR 2018 FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

Fiscal Note: Budgeted amount was \$65,000, included in the CDBG 2018 Annual Plan. The bid for the contract was \$58,058.58 for the ADA Compliant Transitional Unit. TSHD Architects has been paid \$4,725 and is owed \$525 for a total amount of \$5,250. Contract and Architect costs = \$ 63,308.58.

c. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 87, SERIES OF 1992, AS PREVIOUSLY AMENDED BY ORDINANCE NO. 29, SERIES OF 1995, ORDINANCE NO. 118, SERIES OF 2002, AND ORDINANCE NO. 18, SERIES OF 2013, WHICH ADOPTED THE "PROCUREMENT REGULATIONS FOR THE CITY OF ASHLAND, KENTUCKY, JUNE 30, 1992."

Fiscal Note: No fiscal impact, this is an administrative update to procurement ordinance.

d. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, REQUIRING THE PREPARATION OF A FISCAL NOTE FOR ANY ITEM SUBMITTED TO THE ASHLAND BOARD OF CITY COMMISSIONERS FOR APPROVAL OF THE EXPENDITURE OF CITY FUNDS, EITHER DIRECTLY OR INDIRECTLY.

Fiscal Note: Cost will vary on each preparation of Fiscal Note.

e. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ACCEPTING THE PROPOSAL OF HDR INC. TO PROVIDE PROFESSIONAL ENGINEERING AND RATE DEVELOPMENT SERVICES FOR A COST-OF-SERVICE (COS) STUDY OF RATES FOR BOTH THE WATER AND SEWER SYSTEMS IN AN AMOUNT NOT TO EXCEED \$72,000.00 FOR THE DEPARTMENT OF PUBLIC SERVICES AND UTILITY OPERATIONS.

Fiscal Note: The costs of the water and sewer rate study is not to exceed \$72,000.

f. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ACCEPTING THE PROPOSAL OF LJB INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN AND PERMITTING OF THE REPLACEMENT OF WATERLINES WITHIN VARIOUS AREAS OF THE CITY'S DISTRIBUTION SYSTEM IN AN AMOUNT NOT TO EXCEED \$206,000.00 FOR THE DEPARTMENT OF PUBLIC SERVICES AND UTILITY OPERATIONS.

Fiscal Note: Engineering costs are based on hourly rate schedule. An Engineer rates vary from \$ 85-\$205 an hour, Survey crew chief = \$ 90 an hour and Designer = \$ 65- \$110 an hour. This agreement is per hour based on employee utilized and their position with an amount not to exceed amount of \$ 206,000. The list of water lines engineered construction costs using figures in BlueWater Report total \$ 5,027,431 in approximated costs or 9.39 miles on lines. City Engineer projects city waterline crew can install 1 mile of line per year with yearly labor costs of \$261,636.

g. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING PART III. CONDITIONS OF EMPLOYMENT, SECTION C. DISCIPLINARY ACTION, OF THE "POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN" AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.

Fiscal Note: Clarification in policy with minimal fiscal impact. Employee will be responsible for their health insurance deductions while on leave without pay. The City contribution/benefit to healthcare insurance shall not be forfeited, and the employee continues to pay their premium.

h. *Second reading and adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF CITY ENGINEER AS A REPLACEMENT FOR THE POSITION OF CITY ENGINEER AND CAPITAL PROGRAM DIRECTOR IN THE DEPARTMENT OF ENGINEERING; ELIMINATING THE POSITION OF DIRECTOR OF PUBLIC SERVICES AND UTILITY OPERATIONS IN THE DEPARTMENT OF PUBLIC SERVICES AND UTILITY OPERATIONS; CREATING THE DEPARTMENT OF UTILITIES AND ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF DIRECTOR OF UTILITIES; CREATING THE DEPARTMENT OF PUBLIC SERVICES; AND AMENDING THE AUTHORIZED POSITIONS LISTING TO REFLECT THESE CHANGES TO THE "POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN" AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.

Fiscal Note: Overall this is budget neutral. Utility Director salary and benefits = \$ 111,087 at starting salary for Grade 115.

i. *First reading and approval of an ordinance entitled: (Tabled from the Regular Meeting of February 28, 2019)*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING SECTION 14 OF ORDINANCE NO. 105, SERIES OF 2000, AS PREVIOUSLY AMENDED, RESTRICTING ANIMALS WITHIN THE CITY, COMMONLY KNOWN AND REFERRED TO AS THE ANIMAL CONTROL ORDINANCE.

Fiscal Note: Additional costs are minimal. Majority of calls will be made during personnel regular shifts.

j. *Other Old Business*

IX. CONSENT AGENDA - Reading and adoption of a resolution adopting, authorizing and approving the course of action recommended by the City Manager on items appearing on the Consent Agenda.

1. *City Manager recommends payment of Invoice #1559 dated March 5, 2019 in the amount of \$43,140.00 to Pinkerton Drilling, Inc. for the emergency repairs completed on Skyline Drive.*

Fiscal Note: Total Invoice \$43,140.00. As a non-budgeted expense, this will require a budget adjustment. Potentially paid for by an under-utilized line item.

2. *City Manager recommends authorizing payment of Invoice #10699 dated January 14, 2019 in the amount of \$40,000.00 to Culy Contracting, LLC for two (2) 24" line stops that were used for emergency repair of waterline breaks on U.S. 23 in January 2019 for the Department of Public Services and Utility Operations, Division of Water Distribution.*

Fiscal Note: Total Invoice \$40,000.00. As a non-budgeted expense, this will require a budget adjustment from the Utility Fund..

3. *City Manager recommends awarding the bid for the purchase of one new Ford 1/2 ton regular cab truck to Tim Short Chrysler in the amount of \$20,591.00 and approving payment upon acceptance of the vehicle for the Department of Public Services and Utility Operations, Division of Water Distribution/Meter Services.*

Fiscal Note: This was the result of a bid on February 28, 2019. Total Bid \$20,591.00. This truck was budgeted in Fiscal Year 2019 budget at \$ 20,000. A budget adjustment will be completed.

4. *City Manager recommends awarding the bid to Boyd County Sanitary Landfill, Inc. (Rumpke) for the furnishing of a suitable landfill location for the receipt and disposal of compacted garbage collected by the City of Ashland in the amount of \$17.97 per ton for a period of one year for the Department of Public Services and Utility Operations, Division of Sanitation.*

Fiscal Note: City Sanitation Department took 10,305 tons to landfill last year for a cost of \$ 185,181. This is a yearly expense and is budgeted for Fiscal Year 2019 in the General Fund Sanitation Division at \$ 185,000.

5. *City Manager recommends awarding the bid for the purchase and delivery of three (3) Reagentless Chlorine Analyzers to C.I. Thornburg Co., Inc. for their total bid amount of \$13,007.01 for the Department of Public Services and Utility Operations, Division of Water Distribution.*

Fiscal Note: This is the result of a bid opening on February 28, 2019. Total bid amount \$13,007.01 and was the low bidder. Fiscal Year 2019 budget is \$20,000 in the Water Capital Division.

6. *City Manager recommends approval for the Ashland Fire Department to apply for the Kentucky Fire Commission Training Facility Grant in the amount of approximately \$7,000 to purchase Forceful Entry Door Prop.*

Fiscal Note: Approximate cost is \$7,000, no matching City funds are required.

7. *City Manager recommends approval for the Ashland Fire Department to accept the grant from the Kentucky Fire Commission in the amount of \$3,200 to purchase two thermal imaging cameras and two truck chargers.*

Fiscal Note: The purchase of the camera = \$3,300 with a City match of \$ 100. A budget adjustment will be required to reflect receipt of grant revenue and camera purchase.

8. *City Manager recommends approval for The City to apply for the FIVCO Area Development Fund Capital Improvement Project in the amount of \$5,000 for asphalt paving of the extended walking trail at Riverfront Park.*

Fiscal Note: Estimated total project cost is \$36,472.50. The difference of \$31,472.50 is to be paid for from the Street Department paving budget.

9. *City Manager recommends authorizing a probationary appointment to the position of Traffic Technician II, Grade 109, in the Department of Public Services and Utility Operations, Division of Streets, effective Monday, March 18, 2019.*

Fiscal Note: This is an authorized and budgeted position. Salary and benefits for this position = \$64,819.

10. *City Manager recommends authorizing a probationary appointment to the position of Equipment Operator II, Grade 106, in the Department of Public Services and Utility Operations, Division of Streets, effective Monday, March 18, 2019.*

Fiscal Note: This is an authorized and budgeted position. Salary and benefits for this position = \$55,532.

11. *City Manager recommends the probationary appointment of (2) Water Distribution Operator I, Grade 104, Division of Water Distribution/Meter Services, Department of Public Services & Utility Operations, contingent upon the satisfactory completion of a physical examination.*

Fiscal Note: These are authorized and budgeted positions. Salary and benefits for this position = \$50,304 each, \$100,608 total.

12. *City Manager recommends the probationary appointment of Water Plant Operator I, Grade 105, Division of Water Production, Department of Public Services & Utility Operations, contingent upon satisfactory completion of a physical examination.*

Fiscal Note: This is an authorized and budgeted position. Salary and benefits for this position = \$52,740.

13. *City Manager recommends a probationary appointment to the position of Equipment Operator I, Grade 105, in the Department of Public Services & Utility Operations, Division of Street Maintenance, contingent upon the satisfactory completion of a physical examination.*

Fiscal Note: This is an authorized and budgeted position. Salary and benefits for this position = \$52,740.

14. *City Manager recommends a probationary appointment to the position of Maintenance Worker I, Grade 102, in the Department of Public Services & Utility Operations, Division of Street Maintenance, contingent upon satisfactory completion of a physical examination.*

Fiscal Note: This is an authorized and budgeted position. Salary and benefits for this position = \$49,420.

15. *Other Consent Items*

X. NEW BUSINESS

- a. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A CONTRACT BETWEEN THE CITY OF ASHLAND AND BOYD COUNTY SANITARY LANDFILL, INC. (RUMPKE) FOR A SUITABLE LANDFILL LOCATION FOR THE RECEIPT AND DISPOSAL OF COMPACTED GARBAGE AND REFUSE, RUBBLE AND RUBBISH, COLLECTED BY THE CITY OF ASHLAND FOR A PERIOD OF ONE (1) YEAR IN AN AMOUNT NOT TO EXCEED \$17.97 PER TON FOR THE DEPARTMENT OF PUBLIC SERVICES AND UTILITY OPERATIONS, DIVISION OF SANITATION.

Fiscal Note: City Sanitation Department took 10,305 tons to landfill last year for a cost of \$ 185,181. This is a yearly expense and is budgeted for Fiscal Year 2019 in the General Fund Sanitation Division at \$ 185,000.

b. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING SECTION 14 OF ORDINANCE NO. 105, SERIES OF 2000, AS PREVIOUSLY AMENDED, RESTRICTING ANIMALS WITHIN THE CITY, COMMONLY KNOWN AND REFERRED TO AS THE ANIMAL CONTROL ORDINANCE.

Fiscal Note: Additional costs are minimal. Majority of calls will be made during personnel regular shifts.

c. *Other New Business*

XI. EXECUTIVE SESSION

a. *Potential Litigation*

b. *Individual Personnel Matter*

XII. ADJOURNMENT OR RECESS