



**Ashland Board of Commissioners**  
**Thursday, October 10, 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 September 26, 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 TASK ORDER #2 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND HOWERTON ENGINEERING & SURVEYING PLLC REGARDING THE SEWER LINING PROJECT FOR THE DEPARTMENT OF UTILITIES, DIVISION OF WASTEWATER COLLECTION, IN AN AMOUNT NOT TO EXCEED \$24,000.00.*

*FISCAL NOTE: Revised contract amount if approved = \$ 64,500 which is included in Sewer Line replacement budget. FY20 funds available for project are \$562,000. A pending budget adjustment will be processed to include prior year funds allocated for this project.*

- 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 AND GRANITE INLINER, LLC FOR THE CURED IN PLACE PIPE LINING REHABILITATION PROJECT FOR SANITARY AND COMBINED SEWERS IN THE AMOUNT OF \$525,785.00 FOR THE DEPARTMENT OF UTILITY OPERATIONS, DIVISION OF WASTEWATER COLLECTION.*

*FISCAL NOTE: Pipe lining included in FY20 budget = \$562,000 (includes a pending budget adjustment).*

*Projects include:*

- \* US 23 39th St. to 45th St. -2,848 of 24" pipe cost = \$ 310,516.*
- \* Sharon Road - 455' of 8" pipe costs = \$23,385.*
- \*Craft Street - 204' of 8" pipe costs = \$11,588*
- \*Auburn Avenue - 613' of 6" pipe costs = \$ 42,089.*
- \*Iroquois Avenue - 305' of 6" pipe costs = \$16,030.*
- \*8th Street from Greenup Ave. to Winchester Ave. - 297' of 15" pipe cost = \$ 20,177.*
- \*Pollard Road - 633' of 18" pipe costs = \$52,442.*

- c. *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 SERVICE PUMP & SUPPLY, INC. IN THE AMOUNT OF \$52,340.98 FOR THE PURCHASE AND INSTALLATION OF EQUIPMENT REQUIRED TO CONVERT EXISTING AERATOR MOTORS TO VFD CONTROLLED EQUIPMENT FOR THE DEPARTMENT OF UTILITY OPERATIONS, DIVISION OF WASTEWATER TREATMENT PLANT.*

*FISCAL NOTE: VFD / motors and aerators project included in FY 20 budget at \$ 56,000. Bid = \$52,340.98. This upgrade will also yield energy savings due to their speed control and ability to start without having a large surge to the power grid.*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING THE ZONING MAP OF THE OFFICIAL ZONING ORDINANCE OF THE CITY OF ASHLAND NO. 101, SERIES OF 1986, AS PREVIOUSLY AMENDED, BY CHANGING THE ZONING CLASSIFICATION OF LOT 3 OF THE PROSPECT PLACE SUBDIVISION LOCATED ON OAKVIEW ROAD ACROSS FROM THE ASHLAND TENNIS CENTER FROM (B-2) GENERAL BUSINESS TO (R-5) MULTI/SINGLE FAMILY RESIDENTIAL/MEDIUM DENSITY.*

*FISCAL NOTE: Proposed Fiscal Impact would be an addition of property taxes collected on the building of the home.*

- e. *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 AN AMENDED AGREEMENT BETWEEN THE CITY OF ASHLAND AND GRW ENGINEERS, INC. TO PROVIDE PROFESSIONAL SERVICES FOR THE POLLARD MILLS DRAINAGE IMPROVEMENT PROJECT IN THE SAME AMOUNT OF \$421,800.00 TO BE PAID FROM COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND THE UTILITY FUND.*

*FISCAL NOTE: There is no fiscal impact.*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE REVISED JOB DESCRIPTION FOR THE POSITION OF DATABASE FACILITATOR AND BILLING CLERK/SENIOR BILLING CLERK IN THE DEPARTMENT OF FINANCE; ADOPTING THE REVISED JOB DESCRIPTIONS FOR THE POSITIONS OF MAINTENANCE WORKER I/II/III IN THE DEPARTMENT OF FINANCE, DIVISION OF MASS TRANSIT; AND AMENDING THE AUTHORIZED POSITIONS OF THE "POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN" AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.*

*FISCAL NOTE: These personnel re-classifications will result in additional personnel costs for Database Administrator = \$ 5,769 salary and \$1,790 benefit costs and Senior Billing Clerk = \$ 1,769 salary and \$ 561 in benefits.*

- g. *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 authorizing approval of payment of Pay Request #3 dated September 25, 2019 in the amount of \$78,024.51 to Southern Ohio Trenching & Excavating, Inc. for the work performed on the US23 from 43rd Street to 11th Street Waterline Replacement Project.*

*FISCAL NOTE: Included in FY 20 Waterline replacement budget of \$1,000,000. Final payment, contract balance will be \$0 after this payment. FY 20 Waterline replacement budget is \$1,000,000 (a pending budget adjustment of prior year unspent funds will make available FY20 Waterline budget of \$1,575,129).*

2. *City Manager recommends authorizing approval of payment of Invoice #0152979 dated September 13, 2019 in the amount of \$11,786.75 to Strand Associates, Inc for the engineering services associated with the City of Ashland Wastewater Treatment Plant Expansion and Improvements Project.*

*FISCAL NOTE: Original contract amount \$535,990, contract balance after this invoice, \$524,203.25. FY20 budget is \$300,000. Phase 1 proposal not to exceed \$535,990, which extends over multiple budgets years.*

3. *City Manager recommends authorizing approval of payment of Pay Request #2 dated September 10, 2019 in the amount of \$5,978.00 to Taylor Siefker Williams Design, LLC for the review and update of the City's Comprehensive Plan.*

*FISCAL NOTE: Total budget \$32,980 split equally between CDBG and the General Fund. This invoice will be paid 50% out of each fund leaving a contract balance of \$23,452.*

4. *City Manager recommends authorizing approval of payment of Invoice #1400235807 dated August 19, 2019 in the amount of \$137,076.55 to Bluegrass Recreation Sales and Installations for the replacement of the existing "Tot Lot" play equipment at Central Park.*

*FISCAL NOTE: Tot Lot playground total= \$ 171,135.85. Carryover funds = \$154,623.55. Fiscal Year 2020 budget = \$100,000. A budget adjustment to line item for the carryover funds is pending.*

5. *City Manager recommends authorizing approval of payment in the amount of \$69,001.80 to WB Hospitality for hotel improvements.*

*FISCAL NOTE: To be paid from the General Fund*

6. *City Manager recommends approval to award the bid for the purchase of one new Chevrolet Silverado 5500 4x4 dump truck in the amount of \$65,348 and approving payment upon acceptance of the vehicle, Division of Wastewater Collection, Department of Utilities.*

*FISCAL NOTE: This is included in the FY20 Budget for \$75,000. Total bid price with delivery \$65,348*

7. *City Manager recommends approval to award the bid for the purchase of gravel, stone and sand to Olive Hill Trucking, Inc., Departments of Public Services and Utility Operations.*

*FISCAL NOTE: All line items on bid increased over prior year. Increases range from 3.70%-10.14% based on size of stone. Sand increased from \$11 to \$14 a ton for 27.27% increase.*

8. *City Manager recommends approval to award the bid for the purchase of a Vac300G Hydro-Vac Trailer System in the amount of \$61,000 to Lewis Municipal Sales and approving payment on acceptance of the equipment, Division of Water Distribution, Department of Utility Operations.*

*FISCAL NOTE: This is included in the FY20 Budget for \$60,000, a budget adjustment will be required for the additional \$1,000.*

9. *City Manager recommends the probationary appointment of Evidence Clerk, Grade 108, Ashland Police Department, contingent upon satisfactory completion of a physical.*

*FISCAL NOTE: Grade 108 base salary = \$32,960 and benefits = \$2,521 for a total of \$35,481.*

10. *City Manager recommends the probationary appointment of GIS Technician, Grade 108, Department of Engineering, contingent upon the satisfactory completion of a physical.*

*FISCAL NOTE: FY 20 budgeted position, salary = \$30,900, benefits = \$30,414 for a total of \$61,314.*

11. *Other Consent Items*

## **X. NEW BUSINESS**

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, REPEALING ORDINANCE NO. 114, SERIES OF 2019, WHICH APPROVED CHANGE ORDER NO. 1 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND SOUTHERN OHIO TRENCHING AND EXCAVATING, INC. REGARDING THE WATERLINE REPLACEMENT ON U.S. 23.*

*FISCAL NOTE: Repealing previous approved change order in the amount of \$52,100.*

b. *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 PUBLIC TRANSPORTATION GRANT AGREEMENT BETWEEN THE CITY OF ASHLAND, ASHLAND BUS SYSTEM, AND THE KENTUCKY TRANSPORTATION CABINET FOR A FISCAL YEAR 2020 CAPITAL STATE MATCH CONTRACT GRANT IN THE AMOUNT OF \$70,439.00.*

*FISCAL NOTE: The Ashland Bus System's investment in any capital purchases will be only 10%. Federal = 80% / State = 10% and City = 10%.*

*ADA PARATRANSIT SERVICE, Federal=\$64,459, State=\$8,057, City=\$8,058*

*MAINTENANCE PAYROLL, Federal=\$52,266, State=\$6,533, City=\$6,534*

*PREVENTATIVE MAINTENANCE, Federal=\$211,829, State=\$26,479, City=\$26,479*

*GUTTERING SYSTEM, Federal=\$22,000, State=\$2,750, City=\$2,750*

*BUS SHELTERS / BIKE RACKS / BUS, Federal=\$136,866, State=\$17,108, City=\$17,108*

*AUTOMOTIVE EQUIPMENT, Federal=\$76,082, State=\$9,510, City=\$9,510*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, REPEALING ORDINANCE NO. 111, SERIES OF 2016, WHICH ADOPTED A FEE SCHEDULE FOR CREDIT AND/OR DEBIT CARD PAYMENTS PROCESSED BY THE DEPARTMENT OF FINANCE.*

*FISCAL NOTE: Reduction of revenue to be in compliance with current credit card regulations. FY 19 revenue = \$ 5,768.*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, REPEALING ORDINANCE NO. 55, SERIES OF 2013, AND ALL AMENDMENTS THERETO, WHICH FIXED THE DAYS, THE TIME AND PLACE FOR MEETINGS OF THE BOARD OF COMMISSIONERS OF SAID CITY.*

*FISCAL NOTE: No fiscal impact.*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, FIXING THE TAX LEVY FOR THE YEAR 2019, PAYABLE IN THE YEAR 2020, ON THE BANK DEPOSITS FRANCHISE TAX FOR REVENUE PURPOSES BY THE CITY OF ASHLAND.*

*FISCAL NOTE: \$168,988.23 of revenue for the general fund*

f. *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, KENTUCKY, AND OLIVE HILL TRUCKING, INC. FOR THE PURCHASE OF GRAVEL, STONE AND SAND FOR THE DEPARTMENT OF PUBLIC SERVICES AND THE DEPARTMENT OF UTILITIES.*

*FISCAL NOTE: All line items on bid increased over prior year. Increases range from 3.70%-10.14% based on size of stone. Sand increased from \$11 to \$14 a ton for 27.27% increase.*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING AMENDMENT 10 FOR CITY EMPLOYEES AND AMENDMENT 9 FOR THE FIRE DEPARTMENT UNION FOR THE CITY OF ASHLAND, KENTUCKY MEDICAL CARE PLAN AND SUMMARY PLAN ADOPTED BY ORDINANCE 46, 2012 AND PREVIOUSLY AMENDED, TO MEET ALL REQUIRED AFFORDABLE CARE ACT REQUIREMENTS AS WELL AS KENTUCKY MANDATED CHANGES.*

*FISCAL NOTE: Fiscal impact cannot be determined as to unknown variables. No anticipated material financial impact.*

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

*AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 137, SERIES OF 2000, AS PREVIOUSLY AMENDED, RELATING TO THE TRAFFIC FLOW IN THE ALLEY RUNNING PARALLEL TO GREENUP AVENUE AND WINCHESTER AVENUE FROM 11TH STREET TO 12TH STREET AND 12TH STREET TO 13TH STREET AND ON 12TH STREET BETWEEN GREENUP AVENUE AND WINCHESTER AVENUE.*

*FISCAL NOTE: No fiscal impact.*

- i. *Reading and adoption of a municipal order entitled:*

*A MUNICIPAL ORDER OF THE CITY OF ASHLAND, KENTUCKY, FIXING THE DAYS, THE TIME AND PLACE FOR MEETINGS OF THE BOARD OF COMMISSIONERS OF SAID CITY EFFECTIVE OCTOBER 24, 2019 AND CONTINUING FOR SUBSEQUENT YEARS.*

*FISCAL NOTE: No fiscal impact.*

- j. *Other New Business*

## **XI. ADJOURNMENT OR RECESS**