



**Ashland Board of Commissioners
Thursday, January 09, 2020
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 December 12, 2019*
- b. *Recessed Meeting December 13, 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. *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 payment of Invoices #0053823, #0053823-1, #0053822, #0053822-1, and #0053821 dated November 30, 2019 in the total amount of \$9,657.63 to GRW Engineering for the Pollard Mills Storm Water, Sidewalks, Curbs, Gutters and Paving Contract.

FISCAL NOTE: Fiscal Year 2020 expenditure budgeted in CDBG and expense budgeted in Utility Fund. This is a multi-year project with original contract amount \$421,800. Balance remaining after proposed payment = \$270,606.03.

2. City Manager recommends authorizing payment of Invoice #0155724 dated December 11, 2019 in the amount of \$19,699.54 to Strand Associates, Inc. for the engineering services associated with the City of Ashland Wastewater Treatment Plant Expansion and Improvements Project.

FISCAL NOTE: Total contract amount \$535,990 which extends over multiple fiscal years, balance of contract after this pay request \$483,356.89. FY20 budget is \$300,000. This project is funded with Combined Sewer Overflow (CSO) surcharge funds.

3. City Manager recommends authorizing payment of Invoice #0116816A.00-8 dated December 5, 2019 in the amount of \$840.00 to LJB, Inc. for the engineering services for the 2019 waterline replacement project.

FISCAL NOTE: Balance on contract after this pay request \$58,901.25. Waterline replacement budget = 1,575,129. Total spent/encumbered = \$775,827 in FY20 for waterline replacement. Remaining funds for waterline replacement = \$799,302.

4. City Manager recommends authorizing payment of Invoices #19-970 and #19-971 dated December 4 and December 13, 2019 totaling \$39,098 to Shield Roofing & Construction, LLC for the Street Department Roof Replacement Project.

FISCAL NOTE: Roofing contract was \$36,600 plus change order of \$2,498 for installation of wood around roof perimeter. A budget adjustment was completed. Total contract price = \$39,098. This is first and final payment for project.

5. City Manager recommends authorizing payment of Invoices #S890000307 dated October 25, 2019, #S890000332 dated November 21, 2019, #S890000341 dated December 11, 2019 and #S890000342 dated December 13, 2019 totaling \$150,000 to Bri-Den Roofing, A Tecta America Company, LLC for the re-roofing of the water treatment plant and the river intake building for the Division of Water Production, Department of Utility Operations.

FISCAL NOTE: Total amount budgeted for FY20 \$140,000, a budget adjustment was completed. This was budgeted in FY20 budget for \$140,000 and a budget adjustment has been completed.

6. City Manager recommends approval for the Ashland Fire Department to accept the donation in the amount of \$2,000 from the Marathon Petroleum Company, LLC for the purchase of equipment.

FISCAL NOTE: Donation will offset equipment purchase.

7. City Manager recommends approval for the Ashland Police Department to accept the donation in the amount of \$2,000 from the Marathon Petroleum Company, LLC for the aid in purchasing equipment.

FISCAL NOTE: The funds will be used in conjunction with departmental funds to aid in the purchase of equipment to be used by all the officers on the department.

8. *City Manager recommends approval for FIVCO Area Development District to apply for the 2020 Land and Water Conservation Fund Grant on behalf of the City of Ashland Parks and Recreation Department for the equipment and installation of Phase 3 of the Central Park Comprehensive Playground Project in the amount of \$125,000.*

FISCAL NOTE: The Grant application is for \$125,000 with the addition of crumb rubber grant of \$90,000. The city will be responsible for \$22,500 match. if grant is approved. The city contribution to the total playground of \$299,000 would be approximately \$106,500.

9. *City Manager recommends permission to apply for the 2020 Crumb Rubber/Tire Derived Products Grant for the playground surface for the proposed Phase 3 of the Central Park Comprehensive Playground Project.*

FISCAL NOTE: This is a 75/25 match grant. The City shall provide match funding equal to at least 25% of total cost of the project, which is estimated at \$90,000. The grant funds would be \$67,500 and city match would be \$22,500. Adequate budgeted funds to cover city match. This would be the surface for the inclusive playground and complete the surface for the last phase of new playground area.

10. *City Manager recommends approval for the NAACP to conduct the annual Martin Luther King, Jr. March downtown on Monday, January 20, 2020 starting at the Ashland Transportation Center and ending at Judd Plaza. Approval is also recommended for the Ashland Police Department to provide a Color Guard.*

FISCAL NOTE: All fees were approved to be waived during the budget process for FY20. The room rental of the Ashland Transportation Center was waived - \$100 and approximately \$ 530 worth of labor for APD and Street Department employees.

11. *City Manager recommends approval for the request by the American Legion to block 20th Street from Carter Avenue to the alley for their Veterans Resource Expo on January 11, 2019 between 11 am - 5pm.*

FISCAL IMPACT: Minimal staff time to complete administrative review and block the street.

12. *City Manager recommends approval for Ashland in Motion to host The Third Annual Gravy Bowl on February 8, 2020 from 10:00 am - 2:00 pm at the Ashland Train Depot. Sponsor has proposed the sale of spirits and beer and to include the accommodation of electrical service for cooking elements.*

FISCAL NOTE: All fees were approved to be waived during the budget process for FY20. Rental Fees waived total \$300. Street Employee for Generator usage \$119.83.

13. *City Manager recommends the probationary appointment of Wastewater Collection Superintendent, Grade 113, Division of Wastewater Collection, Department of Utilities, effective January 10, 2020.*

FISCAL NOTE: Budgeted position. Salary, \$62,274 and benefits, \$39,622, totaling \$101,896.

14. *City Manager recommends rescission of a previous appointment and subsequent new probationary appointment of a Fire Fighter, Ashland Fire Department, contingent upon the satisfactory completion of a physical and polygraph test.*

FISCAL NOTE: Firefighter salary \$61,717, benefits \$46,839, total \$108,556.

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 FACILITY ENCROACHMENT AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND CSX TRANSPORTATION, INC. REGARDING THE 34TH STREET WATERLINE PROJECT IN CATLETTSBURG, KENTUCKY.

FISCAL NOTE: The cost of application review fee, license fee and insurance = \$4,250 payable to CSX. waterline replacement budget = 1,575,129. Total spent/encumbered = \$775,827 in FY20 for waterline replacement. Remaining funds for waterline replacement = \$799,302.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING SECTION 2 OF ORDINANCE NO. 77, SERIES OF 2019, WHICH IS COMMONLY KNOWN AND REFERRED TO AS THE "BUDGET ORDINANCE" OF THE CITY OF ASHLAND.

FISCAL NOTE: FY 2020 budget is increased by \$4,568,400. Of this, \$1,326,398 is attributable to grants and restitutions and \$2,065,290 is "rolled-over" from FY19 budget. \$1,176,712 were unplanned adjustments. Of this, \$485,000 is for the Water Treatment Plant to replace the filters.

- c. *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 GENERAL WARRANTY DEED OF CONVEYANCE BETWEEN THE CITY OF ASHLAND, KENTUCKY, AND DAVID G. MANNING REGARDING THE PURCHASE OF PROPERTY IN THE AMOUNT OF \$6,000.00 FOR THE POLLARD MILLS PROJECT FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: Land needed for Pollard Mills Project = \$6,000.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF PUBLIC SERVICE OFFICER I, II, III AS A REPLACEMENT FOR PUBLIC SERVICE OFFICER/SENIOR PUBLIC SERVICE OFFICER AND ADOPTING THE REVISED JOB DESCRIPTION FOR THE CHIEF OF POLICE BOTH IN THE DEPARTMENT OF POLICE; ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF HUMAN RESOURCE SPECIALIST AS A REPLACEMENT FOR THE POSITION OF BENEFITS ADMINISTRATOR/ASSISTANT CITY CLERK/ABC COORDINATOR AND ADOPTING THE REVISED JOB DESCRIPTION FOR THE POSITION OF ADMINISTRATIVE ASSISTANT BOTH IN THE DEPARTMENT OF GENERAL GOVERNMENT, DIVISION OF HUMAN RESOURCES; AND AMENDING THE AUTHORIZED POSITIONS TO REFLECT THE CHANGES OF THE "POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN" AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.

FISCAL NOTE: The Assistant City Clerk / Administrative Assistant position, Salary = \$32,960 Benefits = \$ 30,326 Total Cost = \$ 63,286. The compensation for additional duties for the APD Public Service Officer III = Salary = \$ 30,102 vs Public Service Officer I = \$ 24,696 which is an increase of \$5,406 in salary and \$1,714 in benefits. Total additional cost = \$ 7,120.

- e. *Other New Business*

XI. EXECUTIVE SESSION

- a. *Individual Personnel Matter*

XII. ADJOURNMENT OR RECESS