



Ashland Board of Commissioners
Thursday, January 23, 2020
6:00 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 January 9, 2020*

VI. HEARINGS AND REPORTS

- a. *Mayor and Commissioners' Comments*
- b. *City Manager's Report*
- c. *GRW Presentation on the Pollard Mills Infrastructure Project*

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 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. *Second reading and adoption 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. *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 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. *Second reading and adoption 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 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 Invoice #0116816A.00-9 dated January 9, 2020 in the amount of \$13,367.50 to LJB, Inc. for the engineering services for the 2019 waterline replacement project.*

FISCAL NOTE: Balance on contract after this pay request \$45,533.75. Waterline replacement budget = \$1,575,129. Total spent/encumbered = \$865,437.02 in FY20 for waterline replacement. Remaining funds for waterline replacement \$709,691.98.

2. *City Manager recommends authorizing payment of Invoice #293202-3 dated December 1, 2019 in the amount of \$385,337.77 to Mountain Enterprises, Inc. for the street paving completed in November/December 2019.*

FISCAL NOTE: FY20 M.A.P. Fund Street Improvements budget is \$441,465. \$56,127 remains for paving in the M.A.P. Fund.

3. *City Manager recommends authorizing payment of Invoice #CI-0000014896 dated December 20, 2019 in the amount of \$52,340.98 to Service Pump & Supply Co., Inc. for the purchase and installation of equipment required to convert existing aerator motors to VFD controlled equipment for the Division of Wastewater Treatment Plant, Department of Utility Operations.*

FISCAL NOTE: Included in the FY20 Wasterwater Capital Project budget for this amount. This is first and final payment on this project.

4. *City Manager recommends authorizing the payment of an invoice dated January 9, 2020 in the amount of \$32,633.86 to BLK Construction, LLC for patch repairs on Terrace Boulevard for the waterline replacement project for the Department of Utilities.*

FISCAL NOTE: Waterline replacement budget = \$1,575,129. Total spent/encumbered = \$865,437.02 in FY20 for waterline replacement. Remaining funds for waterline replacement \$709,691.98.

5. *City Manager recommends authorizing payment of Invoice #0054128 in the amount of \$135.00, Invoice #0054129 in the amount of \$2,565.00 both dated December 31, 2019 and Invoice #0054127 in the amount of \$225.00 dated January 13, 2020 all totaling \$2,925.00 to GRW Engineering for the Pollard Mills Storm Water, Sidewalks, Curbs, Gutters and Paving Contract for the Department of Community and Economic Development funded by Community Development Block Grant Funds and City of Ashland Utility Funds.*

FISCAL NOTE: This project is budgeted in FY20. Total contract is \$421,685.00. Total amount invoiced to date is \$120,090.47 CDBG and \$34,028.50 Utility Fund. Remainder of \$256,192.53 CDBG and \$14,413.50 Utility Fund.

6. *City Manager recommends payment in the amount of \$17,000.00 to the Kentucky Economic Development Finance Authority for administrative fees related to the Ashland Plaza Redevelopment Project State TIF application.*

FISCAL NOTE: City reimbursement to Kentucky Economic Development Finance Authority for administrative fees related to the Ashland Plaza Redevelopment Project State TIF application = \$17,000. This State TIF application gives the City of Ashland the opportunity for up to \$6.8 Million of State TIF funds (based on the State achieving their revenue projections) distributed to the city over a period of 20 years. The State revenue projections are based on a convention center, hotel, housing and other development(s) occurring. This agreement does not require the city to encumber any funds beyond the \$17K at this time. A budget adjustment will be required.

7. *City Manager recommends awarding the bid for the purchase of stock and parts in various sizes for the Dixon Street waterline replacement project to The C. I. Thornburg Co., Inc. in the amount of \$43,474.36 for the Department of Utility Operations, Division of Water Distribution.*

FISCAL NOTE: Waterline replacement budget = \$1,575,129. Total spent/encumbered = \$865,437.02 in FY20 for waterline replacement. Remaining funds for waterline replacement \$709,691.98. The Dixon Street waterline replacement project will be completed with City Water Distribution staff.

8. *City Manager recommends the probationary appointment of Wastewater Treatment Plant Lab Technician, Grade 110, Wastewater Treatment Plant Division, Department of Utility Operations, effective January 24, 2020.*

FISCAL NOTE: FY 20 budgeted position. Salary \$38,461, benefits \$32,071, total \$70,532.

9. *City Manager recommends the probationary appointment of three Wastewater Collection Operators I, Grade 104, contingent upon satisfactory completion of a pre-employment physical.*

FISCAL NOTE: Salary \$23,949, benefits \$27,469, total \$51,418 per employee.

10. *City Manager recommends the probationary appointment to the position of Public Information Officer, Grade 112, effective February 3, 2020.*

FISCAL NOTE: \$58,240 salary and \$38,343 benefits totaling \$96,583.

11. *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 TASK ORDER 20-01 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND STRAND ASSOCIATES, INC. REGARDING THE 2019 ANNUAL COMBINED SEWER OVERFLOW REPORTS FOR THE DEPARTMENT OF UTILITY OPERATIONS IN AN AMOUNT NOT TO EXCEED \$15,000.00.

FISCAL NOTE: This is the annual required report to the Division of Water. This amount was included in the FY20 Budget.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NOS. 1 AND 2 DATED JANUARY 7 AND JANUARY 14, 2020 IN THE AMOUNT OF \$6,095.00 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND WOMACK EXCAVATING, LLC REGARDING THE ASHLAND SUB-STATION SITE PREPARATION FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: Original Contract \$164,163.00. Change Orders \$6,095.00. Revised Contract Total \$170,258.00. Adequate CDBG funds are available for this expenditure.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$280.00 BETWEEN THE CITY OF ASHLAND, KENTUCKY, BOYD COUNTY CENTER FOR AGING, INC. D/B/A ASHLAND SENIOR CENTER AND GUY'S FLOOR COVERING, LLC FOR A CONTRACT FOR ALL LABOR AND MATERIAL FOR THE ASHLAND SENIOR CENTER FLOORING PROJECT FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT TO BE PAID FROM COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.

FISCAL NOTE: Budgeted amount of \$11,546.25 included in the CDBG 2019 Action Plan. Change Order will exceed the amount originally budgeted for the project. Funds will be transferred from another CDBG project to cover the expenditure. Revision will be made to the 2019 Action Plan for \$280.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 169, SERIES OF 1995, AS PREVIOUSLY AMENDED, COMMONLY REFERRED TO AS THE STOP SIGN ORDINANCE, AUTHORIZING THE PLACEMENT OF STOP SIGNS NORTHBOUND ON POLLARD ROAD AT ITS INTERSECTION WITH SPRING STREET, WESTBOUND ON POLLARD ROAD AT ITS INTERSECTION WITH POLLARD ROAD AND SPRING STREET (WEST OF PIERCE STREET), AND NORTHBOUND AND SOUTHBOUND ON DIXON STREET AT ITS INTERSECTION WITH LONG STREET.

FISCAL NOTE: Cost of signage.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, DESIGNATING A HANDICAP PARKING SPACE ON THE SOUTH SIDE OF WINCHESTER AVENUE IN THE 1600 BLOCK EASTBOUND; AND PROVIDING A PENALTY FOR THE VIOLATION OF THIS ORDINANCE.

FISCAL NOTE: Paint cost which the City has in stock.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 55, SERIES OF 2009, PREVIOUSLY AMENDED BY ORDINANCE NO. 45, SERIES OF 2010, ORDINANCE NO. 77, SERIES OF 2014, AND ORDINANCE NO. 81, SERIES OF 2018, COMMONLY KNOWN AND REFERRED TO AS THE LOADING ZONE ORDINANCE DESIGNATING A LOADING ZONE IN THE 1500 BLOCK OF CARTER AVENUE AND IN THE 1600 BLOCK OF WINCHESTER AVENUE.

FISCAL NOTE: Paint cost which the City has in stock.

g. *First reading and approval 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 ALL PROPERTIES ALONG BOTH SIDES OF 29TH STREET FROM MONTGOMERY AVENUE TO 1013 29TH STREET AND PROPERTIES ALONG BELMONT STREET FROM THE 29TH STREET/BELMONT STREET SPLIT TO SIMPSON ROAD FROM (B-1) NEIGHBORHOOD BUSINESS TO (B-2) GENERAL BUSINESS.

FISCAL NOTE: Possible Economic Development opportunities with General Business classification.

h. *Reading and adoption of a municipal order entitled:*

A MUNICIPAL ORDER OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A TAX INCENTIVE AGREEMENT BETWEEN THE KENTUCKY ECONOMIC DEVELOPMENT FINANCE AUTHORITY AND THE CITY OF ASHLAND, DEPARTMENT OF FINANCE, REQUESTED BY THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: City reimbursement to Kentucky Economic Development Finance Authority for administrative fees related to the Ashland Plaza Redevelopment Project State TIF application = \$17,000. This State TIF application gives the City of Ashland the opportunity for up to \$6.8 Million of State TIF funds (based on the State achieving their revenue projections) distributed to the city over a period of 20 years. The State revenue projections are based on a convention center, hotel, housing and other development(s) occurring. This agreement does not require the city to encumber any funds beyond the \$17K at this time. A budget adjustment will be required.

- i. *Other New Business*

XI. ADJOURNMENT OR RECESS