



K E N T U C K Y

Ashland Board of Commissioners

Thursday, August 27, 2020

12:00 PM

Commissioners' Chambers

AGENDA

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. RECEIVE AND FILE CALL LETTER

V. HEARINGS AND REPORTS

VI. OLD BUSINESS

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A PROJECT SERVICES AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY, AND ASSURECO RISK MANAGEMENT AND REGULATORY COMPLIANCE LLC D/B/A MUNICIPAL H2O TO COMPLETE A RISK AND RESILIENCE ASSESSMENT AND DEVELOPMENT AN EMERGENCY RESPONSE PLAN FOR THE CITY'S WATER SYSTEM IN THE AMOUNT OF \$34,000.00 FOR THE DEPARTMENT OF UTILITIES.

FISCAL NOTE: Total contract amount \$34,000.00. This is a requirement by the Environmental Protection Agency and is budgeted.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 6 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND DEBCON, INC. INCREASING THE CONTRACT AMOUNT BY \$54,162.00 AND 28 CALENDAR DAYS REGARDING THE 16TH STREET PLAZA (JUDD PLAZA) RENOVATION PROJECT FOR THE DEPARTMENT OF ENGINEERING.

FISCAL NOTE: Contract Amount for 16th Street Plaza = \$1,137,000. Approved Change Orders = \$46,080.00. Current Change Order - \$54,162.00. Total Contract Amount including this change order = \$1,237,242.00. Streetscape Budget (Capital Purchase Improvement Fund - \$1,350,000.00) Community Trust Bank contribution - \$30,000.00.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A SCHOOL RESOURCE OFFICER AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND THE ASHLAND INDEPENDENT SCHOOL DISTRICT BOARD OF EDUCATION FOR THE TERM JULY 1, 2020 TO JUNE 30, 2021.

FISCAL NOTE: School Resource Officers reimbursed at 50% of their salary by the school system. Salary - \$81,194.00. Reimbursement approximately \$40,597.00.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING THE AUTHORIZED POSITIONS LIST 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 addition of maintenance worker for Ashland Bus System Salary = \$ 33,436 & Benefits = \$ 30,253. Salary & Benefits = \$ 63,689. Change reflected in FY 2021 budget and is 100% funded by Federal Transit Administration grant funding.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, PROHIBITING THE OPERATION OF GOLF CARTS, UTILITY VEHICLES AND ALL-TERRAIN VEHICLES ON ALL PUBLIC ROADWAYS, STREETS, OR HIGHWAYS WITHIN THE CITY OF ASHLAND.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, RENAMING JUDD PLAZA LOCATED AT THE CORNER OF 16TH STREET (FORMERLY BROADWAY) AND WINCHESTER AVENUE AS BROADWAY SQUARE AND REPEALING ORDINANCE NO. 140, SERIES OF 1990.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, NAMING THE AREA LOCATED BETWEEN 13TH STREET AND 18TH STREET AND FROM GREENUP AVENUE TO CARTER AVENUE "THE DISTRICT" AS RECOMMENDED BY DESTINATION ASHLAND.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ASHLAND AND KENTUCKY POWER COMPANY REGARDING THE LEASING OF PARKING SPACES ON THE WEST SIDE OF 17TH STREET BETWEEN WINCHESTER AVENUE AND THE ALLEY RUNNING PARALLEL TO WINCHESTER AVENUE AND GREENUP AVENUE FROM 16TH STREET TO 17TH STREET.

FISCAL NOTE: Annual parking fee revenue for the leasing of parking spaces to Kentucky Power = \$3,840.

- i. *Second reading and final adoption 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, ORDINANCE NO. 81, SERIES OF 2018, AND ORDINANCE NO. 10, SERIES OF 2020, COMMONLY KNOWN AND REFERRED TO AS THE LOADING ZONE ORDINANCE AMENDING THE LEGAL DESCRIPTION OF THE LOADING ZONE LOCATED IN THE 1500 BLOCK OF CARTER AVENUE.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, DESIGNATING A HANDICAP PARKING SPACE ON THE NORTH SIDE OF CARTER AVENUE IN THE 1500 BLOCK AT THE INTERSECTION OF CARTER AVENUE AND 16TH STREET; AND PROVIDING A PENALTY FOR THE VIOLATION OF THIS ORDINANCE.

FISCAL NOTE: Minimal fiscal impact.

VII. 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 #20-22 dated August 10, 2020 in the amount of \$4,000.00 to BlueWater Kentucky, LLC for services associated with the required to conduct a water quality study per the City of Ashland's Agreed Order for the Department of Utilities.*

FISCAL NOTE: Total Contract Amount - \$40,000.00 for water quality study.. Amount paid to date - \$8,000.00. Current Amount Due - \$4,000.00. Balance of contract remaining after current payment - \$28,000.00.

2. *City Manager recommends authorizing payment of Application No. 4 dated August 4, 2020 in the amount of \$172,965.11 to Frederick & May Construction Co., Inc. for the Pollard Mills Storm Water, Sidewalks, Curbs, Gutters and Paving Contract for the Department of Community and Economic Development to be paid from Community Development Block Grant funds.*

FISCAL NOTE: Total Contract Amount - \$439,685.00. Change Orders - \$8,192.00. Revised Contract Amount - \$447,877.00. Amount Paid to Date - \$131,339.74. Current Amount Due - \$172,965.11. Balance of contract remaining after current payment - \$143,572.15. This project is being funded by CDBG funds.

3. *City Manager recommends authorizing payment of Invoice No. 18044-08 dated July 15, 2020 in the amount of \$1,656.00 to Taylor Siefker Williams Design Group LLC for the update to the City's Comprehensive Plan for the Department of Community and Economic Development to be paid from the General Fund.*

FISCAL NOTE: Total Contract Amount for Comprehensive Plan - \$32,980. Amount paid to date - \$31,324. Current Amount Due - \$1,656. This payment is final payment.

4. *City Manager recommends authorizing payment of Application No. 2 dated August 24, 2020 in the amount of \$122,411.70 to Tech Coat, Inc. for the Filter Underdrain and Media Replacement Project for the Department of Engineering.*

FISCAL NOTE: Total Contract Amount - \$571,837.00. Change Order - \$102, 860.00. Revised Contract Amount - \$674,697.00. Amount paid to date - \$147,278.70. Current Amount Due - \$122,411.70. Balance of contract remaining after current payment - \$405,006.60

5. *City Manager recommends authorizing the Ashland Police Department to submit an application to the Kentucky Justice and Public Safety Cabinet, Grants Management Division, for Coronavirus Emergency Supplemental Funding (CESF), and authorizing the Mayor to execute said application.*

FISCAL NOTE: Potential reimbursement of funds used for law enforcement to respond to calls for service and serving the community during COVID-19.

6. *City Manager recommends authorizing the Ashland Fire Department to accept the FY2019 Assistance to Firefighters' Grant to assist in the purchase of a fire engine. The City's match is 10% which has been approved in the Fiscal Year 2020-2021 capital budget.*

FISCAL NOTE: Firefighters Grant awarded in the amount of \$409,090 for the purchase of a fire truck. A 10% match was approved in the FY 2020 - 2021 capital budget. The match is \$45,454.00 for a total expenditure of \$454,544.00; however, amount may vary slightly upon receipt of actual bids.

7. *City Manager recommends authorizing an agreement between the Ashland Police Department and the Federal Bureau of Investigation and authorizing execution by the Chief of Police.*

FISCAL NOTE: Agreement includes financial and tangible resources for the Ashland Police Department.

8. *City Manager recommends authorizing a probationary appointment to the position of Field Supervisor in the Division of Streets, Grade 110, effective August 30, 2020.*

FISCAL NOTE: FY 21 budgeted position. Salary = \$ 41,929 / Benefits = \$ 23,861 / Total = \$ 65,790

VIII. 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 AN AGREEMENT WITH SAFE HARBOR OF NORTHEAST KENTUCKY, LLC, THE SUB-RECIPIENT OF \$12,000.00 FROM THE 2019 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT-CV FUNDS.

FISCAL NOTE: CDBG grant funds in the amount of \$12,000 to Safe Harbor of Northeast Kentucky to fund food pantry, Utilities and liability insurance per 2019 CDBG Action Plan.

- 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 AN AGREEMENT WITH SAFE HARBOR OF NORTHEAST KENTUCKY, INC., THE SUB-RECIPIENT OF \$20,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT.

FISCAL NOTE: A grant in the amount of \$20,000 for the use in the food pantry, utilities and liability insurance which was funded in Plan Year 2020 CDBG Action Plan.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ACCEPTING THE PROPOSAL OF HOWERTON ENGINEERING & SURVEYING PLLC FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$32,000.00 FOR ENGINEERING SERVICES FOR CONSTRUCTION, OBSERVATION AND REPORTING SERVICES FOR THE DEBORD TERRACE SIDEWALKS, STAIRS AND HANDRAIL PROJECT AND AUTHORIZING STEPHEN E. GILMORE, MAYOR, TO ENTER INTO A CONTRACT FOR SAID SERVICES FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT BLOCK GRANT FUNDS.

FISCAL NOTE: Engineering services to be paid with CDBG funds. Amount of CDBG funds budgeted - \$311,000.00. Approximate cost of project = \$393,820.00. The Housing Authority of Ashland will pay a portion of the total cost of the project.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 3 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND FREDERICK & MAY CONSTRUCTION CO., INC. REGARDING THEIR CONTRACT FOR THE POLLARD MILLS DRAINAGE IMPROVEMENT PROJECT INCREASING THE CONTRACT AMOUNT BY \$41,313.00, \$21,428.50 PAID BY COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND \$19,884.50 PAID BY THE UTILITY FUND, FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: The cost of \$39,769.00 for full-depth asphalt will be paid out of the Utility Fund (19,884.50) and CDBG funds (19,884.50) out of water line replacement money.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE REVISED JOB DESCRIPTIONS FOR THE POSITIONS OF PUBLIC SERVICE OFFICER III AND ADMINISTRATIVE ASSISTANT IN THE DEPARTMENT OF POLICE; AND AMENDING THE AUTHORIZED POSITIONS TO REFLECT SAID 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: This will have minimal financial impact due to retiring employee salary being higher which will cover the 5% increase in grade for position.

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

A MUNICIPAL ORDER OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING THE FILING OF A CORONAVIRUS RELIEF FUND ("CRF") APPLICATION FOR REIMBURSEMENT OF INCURRED EXPENSES IN CRF FUNDS WITH THE DEPARTMENT FOR LOCAL GOVERNMENT ("DLG"); AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY DLG TO REIMBURSE THE CITY OF ASHLAND; AND AUTHORIZING STEPHEN E. GILMORE, MAYOR, TO ACT AS THE AUTHORIZED CORRESPONDENT FOR REIMBURSEMENT.

FISCAL NOTE: Total request and possible reimbursement - \$1,465,597.00.

IX. ADJOURNMENT OR RECESS