

**WILLIAMSTOWN CITY COUNCIL
REGULAR COUNCIL MEETING
MARCH 7, 2016**

PRESENT: Mayor Skinner, Kim Crupper, Troy Gutman, Greg Middleton, Ken Stone, Liz Wagoner, Amanda Winters, Laura McClanahan, and Jeff Shipp

ALSO PRESENT: Marlene McComas

Mayor Skinner welcomed guests and television audience with request that guests sign in.

Mayor Skinner requested all in attendance to stand and Pledge Allegiance to the American Flag.

INVOCATION: Kim Crupper

ANNOUNCEMENTS/REPORTS - Mayor Skinner

- a. The next Special Council Meeting and Caucus Meeting will be on Tuesday, March 15, beginning at 7 p.m.
- b. All offices in the City Building will be closed on Friday, March 25, in observance of the Good Friday Holiday.

AUDIENCE RECOGNITION/PRESENTATION

Mayor Skinner welcomed the audience.

Corrections and Approval of Minutes for Regular Council Meeting of February 1, 2016, and Special Council Meetings of February 9, 2016, and February 29, 2016

Ken Stone made the motion to approve the Minutes for Regular Council Meeting of February 1, 2016, and Special Council Meetings of February 9, 2016, and February 29, 2016. Liz Wagoner seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

UNFINISHED BUSINESS

Second Reading of Ordinance 2016-02, Alcoholic Beverage Control Ordinance

As directed by City Council, Jeff Shipp gave the second reading of Ordinance 2016-02, Alcoholic Beverage Control Ordinance, in summary.

Mayor Skinner told City Council that the State ABC Office contacted him late last week after the first reading of the Ordinance asking for a couple of changes to the ordinance, one of which was some section numbering, and then language about Special Licenses contained in the fee schedule. Mayor Skinner said that he is hopeful that the Ordinance is finalized and ready to be used after adoption.

Mayor Skinner asked if there were any questions pertaining to Ordinance 2016-02. There were no questions or further discussion, therefore, Ken Stone made the motion to accept Ordinance 2016-02. Liz Wagoner seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

Second Reading of Ordinance 2016-04, Electrical Inspections

As directed by City Council, Jeff Shipp gave the second reading of Ordinance 2016-04, Electrical Inspections, in summary.

Jeff Shipp explained to City Council that this Ordinance is providing further information pertaining to electrical inspections and attaching the fee schedules of those individuals that have an Electrical Inspection Contract with the City to the Ordinance.

Mayor Skinner asked if there were any questions pertaining to Ordinance 2016-04. There were no questions or further discussion, therefore, Amanda Winters made the motion to accept Ordinance 2016-04. Greg Middleton seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

NEW BUSINESS

First Reading of Ordinance 2016-05, Knox Box System

As directed by City Council, Jeff Shipp gave the first reading of Ordinance 2016-05, Knox Box System, in summary.

Jeff Shipp explained to City Council that this ordinance was requested by Fire Chief Les Whalen and pertains to the Fire Department's rapid entry into a commercial building or apartment in case of a fire. Jeff Shipp explained that the definition of a "Knox Box" is a high security key vault which

is listed under the UL 1610 and UL 1037 standards, master keyed with a proprietary Knox Box lock. Locks will be keyed to the key configuration set forth by the Williamstown Fire Chief. The rapid entry Knox box will be required of all newly constructed commercial and industrial structures receiving a certificate of occupancy on or after April 1, 2016, any newly constructed apartment or rental buildings, and any commercial or industrial building containing hazardous chemicals. Jeff Shipp explained that a lot of larger cities are requiring a Knox Box System for newly constructed buildings and is filtering down to smaller cities. Jeff Shipp said that it is proactive of Fire Chief Les Whalen to get this in place prior to future commercial growth.

Liz Wagoner asked what a high security key vault is that is addressed in Ordinance 2016-05. Jeff Shipp stated that the key vault will only be accessible by the Fire Chief or his/her designee and is similar to a small bank vault. Liz Wagoner asked if the system is a one-key entry. Jeff Shipp said yes. Liz Wagoner asked how many people would have key access to a business' Knox box. Jeff Shipp stated that key accessibility would be limited and under the Fire Chief's discretion.

Mayor Skinner asked if there were any further questions pertaining to Ordinance 2016-05. There were no further questions or discussion.

First Reading of Ordinance 2016-06, Text Amendment to the Official Williamstown Zoning Ordinance, Article X (District Regulations), Section 10, A-1 (Agriculture-One) Zone to Add Contractor's Offices as a Conditional Use

As directed by City Council, Jeff Shipp gave the first reading of Ordinance 2016-06, Text Amendment to the Official Williamstown Zoning Ordinance, Article X (District Regulations), Section 10, A-1 (Agriculture-One) Zone to Add Contractor's Offices as a Conditional Use, in summary.

Jeff Shipp explained to City Council that this proposed text amendment was heard at a Public Hearing of the Grant County Planning Commission on January 25, 2016, and received a unanimous favorable recommendation by the Planning Commission.

Ken Stone asked what originated this Ordinance being done. Laura McClanahan stated that Hale Contracting had approached the City saying that they had bought property in an A-1 zone and asked if they would be able to move their contractor's office and equipment to an A-1 zone, should they decide to sell the property at their current location.

Mayor Skinner asked if there were any further questions pertaining to Ordinance 2016-06. There were no further questions or discussion.

First Reading of Ordinance 2016-07, Zone Change from Residential-Six (R-6) to Central Business District (CBD) for the City of Williamstown on Property Located on the West Side of South Main Street

As directed by City Council, Jeff Shipp gave the first reading of Ordinance 2016-07, Zone Change from Residential-Six (R-6) to Central Business District (CBD) for the City of Williamstown on Property Located on the West Side of South Main Street, in summary.

Jeff Shipp explained to City Council that the proposed map amendment/zone change was heard at a Public Hearing of the Grant County Planning Commission on February 22, 2016, for five contiguous parcels of City-owned property on South Main Street to be rezoned to Central Business District. The Planning Commission gave the zone change request a unanimous favorable recommendation.

Mayor Skinner asked if there were any questions pertaining to Ordinance 2016-07. There were no questions or discussion.

First Reading of Ordinance 2016-08, Lake Williamstown Ordinance Amendment

As directed by City Council, Jeff Shipp gave the first reading of Ordinance 2016-08, Lake Williamstown Ordinance Amendment, in summary.

Jeff Shipp explained to City Council that language was being deleted from the ordinance that prohibited towing a person behind a watercraft using a tow rope of 20 feet or less and a speed greater than five miles per hour. Mayor Skinner said that the Lake Association had requested this change because they would like for City Council to consider "surfing" to be permitted on the Lake where a tow rope is short, the speed is slow, and the board with passenger creates a little to no wake.

Mayor Skinner asked if there were any questions pertaining to Ordinance 2016-08. There were no questions or further discussion.

Municipal Order 2016-03, Surplus Property (Septic Tank)

As directed by City Council, Jeff Shipp gave the reading to Municipal Order 2016-03, Surplus Property (Septic Tank).

Mayor Skinner explained to City Council that this septic tank was used during construction of the Railroad Bridge over U. S. 25 and after the bridge's completion, a sewer lift station was constructed at Terrence Park off of Sunset Drive. The septic tank has been in storage at the old wastewater treatment plant since the bridge was completed four or five years ago.

Troy Gutman made the motion to accept Municipal Order 2016-03. Ken Stone seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

City Council Consideration/Approval of Utility Bucket Truck Request for Bid

Mayor Skinner said that there were four bids received for a 2015 or newer utility bucket truck, in which some of the bids did not meet the minimum bid specifications. Bids ranged from \$99,732.05 to \$151,000.00. Mayor Skinner explained that the Electric and Cable Departments had requested a preferred aerial lift of 52 feet. Most of the bids received did not meet the lift specification. Mayor Skinner stated that Electric Superintendent Clark Kinman is recommending the bid submitted by Altec Industries in the amount of \$140,717 because their bid allowed for more options, the 52-foot lift, and additional outriggers. Mayor Skinner said that the company is located in Elizabethtown, Kentucky, and has been in business since 1929. The company that services the bucket truck in use now has moved to Texas, making it difficult for the truck to be serviced and repaired and parts ordered for it. Mayor Skinner said that there is a 300-day lead time. Therefore, this fiscal year's budget and the 2016/2017 fiscal year budget can be used for the purchase.

Troy Gutman asked what is the current bucket truck's lift amount. Mayor Skinner said 42 feet. Troy Gutman asked the age of the current bucket truck. Mayor Skinner said it is 16 years old. The new truck with the 52-foot lift will allow for taller poles to be reached since taller poles are being utilized often due to many utilities being placed on a pole and having the required clearance between each utility. Discussion took place pertaining to the advantages of purchasing a new truck with the higher lift versus what is being used presently by the City.

Mayor Skinner explained to City Council, that if the purchase of the new bucket truck is approved, the new truck, along with the smaller bucket truck and the digger truck will be available for use.

Mayor Skinner said that \$110,000 was budgeted in the 2015/2016 fiscal year budget for the purchase of a bucket truck. With a 300-day lead time for the new bucket truck, it will allow the City to carry over the \$110,000 budgeted amount into the next fiscal year. A five-year lease option is available, so no money will need to be paid now.

Kim Crupper said that with more equipment being added to the fleet, a building may need to be built to put the equipment in it since keeping equipment inside preserves the life of the equipment. Discussion continued about the possibility of building an equipment building in the future.

Kim Crupper made the motion to accept the bid by Altec Industries in the amount of \$140,717. Greg Middleton seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.

Superintendents' Reports to Council

Mayor Skinner asked if there were any questions on the Superintendents' Reports. Kim Crupper asked when cable will be offered for installation on Humes Ridge Road. Mayor Skinner stated that there are installs scheduled for Tuesday through Thursday of this week for that area. Kim Crupper asked how the citizens will be informed that the utility is available. Mayor Skinner said that door hangers can be hung on the residences.

Discussion took place about overtime comparison of January 2015 to January 2016, with the snowy weather in January 2016 being a contributing factor. Mayor Skinner informed City Council that FEMA reimbursed the City over \$9,000 for snow removal expenses that incurred in March 2015 because of a snow event.

Adjourn

Liz Wagoner made the motion to adjourn. Troy Gutman seconded the motion, and the vote was as follows:

Kim Crupper	yes	Ken Stone	yes
Troy Gutman	yes	Liz Wagoner	yes
Greg Middleton	yes	Amanda Winters	yes

All voted in favor. Motion carried.
Meeting adjourned.

Signed:

4-14-16
DATE

Vivian Link
Vivian Link
City Clerk/Treasurer

Rick Skinner
Rick Skinner, Mayor
City of Williamstown, Kentucky

Laura McClanahan
Laura McClanahan, Administrative Office Manager/
Zoning Administrator, recording Minutes on behalf
of City Clerk's Office