

City of Stanford
Special Council Meeting

Wednesday, May 23, 2018

I. Call to order

Mayor Eddie Carter called to order the special meeting of the City of Stanford Council at 6:35 pm on May 23, 2018 at the Stanford L & N Depot. Councilmember Ronnie Deatherage led the opening prayer and Mayor Carter led the Pledge of Allegiance.

II. Roll call

A roll call was conducted, and the following council members were present: Ronnie Deatherage, Scottie Ernst, Sara Givens, Peggy Hester, and John Sallee. Naren James was absent.

III. New Business

a) **Resolution to Adopt Immediate Response Spill Technology, LLC for the Cost Recovery Program for the City of Stanford Fire Department**

Attorney Reed read the resolution authorizing the Mayor to execute an agreement with Immediate Response Spill Technology, LLC for the cost recovery program for the City of Stanford Fire Department.

Councilmember Hester made a motion to approve the resolution as presented. Councilmember Givens seconded the motion and with all in favor, the motion carried.

b) **Resolution to Accept Municipal Aid Co-op Program Money from the State Government for Fiscal Year 2018-19**

Mayor Carter explained that this is something we get every year to pave streets. We have been getting about \$67,000. This year we are going to get \$69,718.33. We need a resolution to accept the money from the State in 3 different payments. Attorney Reed read the resolution adopting and approving the execution of the municipal aid co-op program funds.

Councilmember Deatherage made a motion to approve the resolution as presented. Councilmember Sallee seconded the motion and with all in favor, the motion carried.

c) **Approval to Pay \$1500 to First Southern National Bank for Storm Water Line**

Mayor Carter explained that the City had a clogged storm drain line at the Chevrolet Garage between Daryl Day's old office and City property. The water was backing up into one of the bank's buildings and it had to be fixed. The contractor put a new box on each end and ran a new line. Mayor Carter requested approval to pay First Southern National Bank \$1500 toward the repairs.

Councilmember Ernst made a motion to approve the \$1500 payment to First Southern National Bank. Councilmember Deatherage seconded the motion and with all in favor, the motion carried.

d) **Review of Survey Map from AGE Engineering on Annexation Properties Off US 27 South**

Mayor Carter explained the survey is done and the map is ready, but this item needs to be tabled to allow Attorney Reed time to prepare the intent to annex.

e) **Update on Meeting with Ambulance Board**

Mayor Carter stated that he, Chief Maples, and Councilmember Givens attended the Ambulance Board meeting on Monday, May 21st. We requested money to help the City with the expense of medical response runs made by the Fire Department. The Ambulance Board has a way to get their money back when they go out, but the City does not. Mayor Carter asked the Ambulance Board to help the City financially every quarter. Our Fire Department is glad to assist them, and minutes make a difference – lives have been saved by getting there first. At this time, the Ambulance Board will not assist us financially.

f) **Declare Gatewood Cherry Property on Lancaster Street as Surplus**

The property has been deeded over to the City as of yesterday. Councilmember Ernst inquired about money, but Mayor Carter explained that we didn't get any money. Judge Burdett ruled against paying the City anything on all the mowing that had been done.

Attorney Reed explained that the property needs to be declared blighted property so that he can move forward. He read the resolution determining the property located at 705 Lancaster Street as blighted surplus property.

Anyone wishing to purchase the property should contact Mayor Carter.

Councilmember Hester made a motion to accept the resolution as read declaring the property as blighted and to try to sell it to get all the money we can out of it.

Councilmember Deatherage seconded the motion and with all in favor, the motion carried.

g) **Discussion and Presentation of Budget for 2018-2019**

(1) Fire Department Budget

Chief Maples came forward to present and answer questions about the Fire Department budget. He gave a handout to councilmembers. The only raise this year is call response and payroll with a \$20,000 increase requested. Since 2010, the call volume has increased in all areas. There has been a 40% increase in traffic and a 60% increase in medical responses since 2012. There has also been a 400% increase in natural gas leaks due to the aging infrastructure – a cost of \$6000 to the City last year. The Fire Department is increasingly dispatched to respond to calls outside of our scope. Good intent calls have increased by 55% since 2012. The cost to the City in 2017 was \$6,300.

Chief Maples explained that every Fire Department in the US is inspected on it's effectiveness by the ISO (Insurance Service Organization). Insurance companies base their rates on the ISO rating. When he started in 1991, the ISO rating was a 9 – now it is a class 3. To get a better ISO rating, it would cost money: better equipment, faster response time, more training and more manpower. Our biggest issue at this point is manpower and this would result in increased payroll. We are trying to keep staffing hours up to the ISO requirements to keep the class 3 rating.

Councilmember Ernst asked about volunteers and Chief Maples responded that we currently have 26 volunteers. Potential business owners inquire about the ISO rating when they consider locating in Stanford.

Councilmembers went over each item line-by-line with Chief Maples.

(2) Police Department Budget

Mayor Carter asked Police Chief Zack Middleton to come forward and explained that he and Chief Middleton met this afternoon and the accountant made a mistake on the salaries and we have \$25,000 more. Chief Middleton presented Councilmembers with a handout showing increased call volumes. A lot of the calls are contributed to the increase in traffic like Chief Maples talked about earlier. He also explained that the Police have stepped up and are doing a lot more in the schools over the last few years. Councilmember Ernst asked about the money that we receive from a traffic stop. Chief Middleton explained that the city doesn't get anything from that – the fine goes to the State and the court

gets the court costs. Councilmember Ernst inquired about drug money or automobiles confiscated and Chief Middleton answered that they do get to keep the majority of that. The proceeds from those items must go towards Police equipment. Councilmember Deatherage asked how many officers we have now, and Chief Middleton answered that we have 9 full-time and 5 part-time. He noted that we added Kirkpatrick full-time.

Councilmember Ernst asked about equipment needs. Mayor Carter explained that we just put a new Durango in service last week. Chief Middleton stated that last year was an unusual year in that we lost 3 transmissions and had no choice, but to rebuild those. The grant is already in and we hope to get another new Durango this fall. We score good with the ARC (Appalachian Regional Commission) at the federal level for economically distressed counties. When asked about the number of vehicles, Chief Middleton explained that we have 16 operational, with 3 non-operational that can be used for parts.

Chief Middleton explained that the numbers do not reflect the income from grants and school resources which go into the general fund instead of the Police Department budget.

Chief Middleton informed Council that his Department scored an 83 on their safety audit - the highest score we have ever had. When he became Chief in 2015 it was a 43. Policies have been updated and better equipment obtained which will save the city some money on insurance.

(3) General Administration

Mayor Carter explained that his salary would be the same. As far as the City Clerk's office, Mayor Carter said that he felt the day of one person handling everything is over – 2 people are needed during some busy times. Jeff has done a great job with enforcing the business licenses, but it has caused a lot of extra work for the clerk's office. Annexation has also caused some increased workload. During the property tax season, it takes 2 people just to handle the mail and walk-ins at the window. Peggy Oberson explained that the financial work takes concentration and cannot be accomplished when answering the phones and working the counter. During the quarterly payroll and insurance premiums, the workload is heavier then, requiring concentration for deposits and balancing.

Mayor Carter explained that Jill has been coming in on Fridays. Genia Leigh and Sharley Carter have been working 2 days each and Peggy Oberson comes in on Thursdays to do payroll and bills. He is trying to get

these people cross-trained as backups in case someone gets sick. Peggy Oberson is teaching Genia the duties of the city clerk. Councilmember Hester asked if one person will be appointed full-time. Mayor Carter answered that he plans to appoint Genia Leigh at the next meeting as a full-time clerk.

Councilmember Deatherage asked if Genia will be there 5 days a week. Mayor Carter explained that she would not - she will be full-time, probably 4 days a week. Peggy will still do the bills and the payroll on Thursday. Jill will still come in on Fridays - the least busiest day of the week.

Councilmember Ernst said as far as serving the public – he understands that the job is tremendous, but he’s hearing a lot of complaints that people are coming to city hall wanting to pay their taxes, business licenses, or requesting information and not getting it.

Councilmember Deatherage said that he would like to see consistency through the week with one full-time person and a part-time person coming in to help. You would have someone who knows what’s going on in the office and you’ve got people you are training, but you have that consistency throughout the week.

Mayor Carter explained that we have gone through a process with changing City Clerks and it hasn’t been easy. They are learning more every day – it’s a lot to learn. We’re doing the best we can to serve the people the best we can. Mayor Carter asked Councilmembers to give his phone number to anyone that has not been treated properly to call him.

Peggy Oberson mentioned one of the problems is communication from one day to the next. Our goal is to come up with procedures in writing so that everyone will know what to do.

(4) Code Enforcement

Mayor Carter asked Jeff Knouse, Code Enforcement Officer, to come forth to answer questions. Councilmember Hester asked Mr. Knouse how much he has brought in since he started. Mr. Knouse stated that he has brought in about \$20,000 since last June in business licenses and citations. Councilmember Ernst asked about the \$11,600 allocated for 2 demolitions when we have 3 houses that need to be demolished. Mr. Knouse stated that we have 4, but they don’t have to be done at one time. Councilmember Ernst asked that cost estimates be gotten for those other properties before we finalize the budget.

Councilmember Ernst said that when developing this Code Enforcement Officer position, Council talked about \$15 an hour. Mayor Carter said that we agreed on \$13 an hour. Mr. Knouse said that with the 1% raise, he makes \$13.13. Councilmember Ernst stated that Council talked about giving him \$15 an hour and that is what he would like to recommend. Councilmember Hester stated that she feels Mr. Knouse should make at least \$15 an hour. He's brought in \$30,000 that we didn't have, and he deserves every penny that we can give him.

It was suggested that \$2500 be taken from travel and training and moved to demolition and \$500 added to office supplies.

Mayor Carter also brought up that the City Attorney needs a raise.

(5) Streets

Mayor Carter explained that the contractor is supposed to start on the sidewalks on Miller Street as soon as he gets done around the courthouse.

Councilmember Ernst asked about equipment – a motor for leaf pickup in the fall. Mayor Carter confirmed that the motor will be necessary and is included in repairs and maintenance. He also plans to move the salt box to the Ford and surplus the other truck.

Mayor Carter informed Council that the flowers on Main Street are up and they must be watered almost every day. The flags will be put up before Memorial Day.

(6) Parks & Recreation

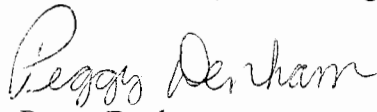
Mayor Carter explained that there is not much change in Parks & Recreation. We are hoping to get 2 more cabins up this summer. We got the gate repaired and hopefully it will last a few more years.

h) Discussion of Increase of New Revenue for City

Councilmember Ernst said that he was glad to get the report on the different cities and what they charge for occupational tax. Mayor Carter said that the report shows that we are pretty far behind. Councilmember Deatherage asked what the county charges, and Mayor Carter answered 1%. Councilmember Ernst said that we should at least be 1%. Councilmember Deatherage stated that we need to have some money for contingency. Councilmember Deatherage asked that estimates be obtained for revenue if the payroll tax is increased to 1, 1.15, and 1.25%.

IV. Adjournment

Councilmember Ernst made a motion to adjourn and Councilmember Deatherage seconded the motion. With all in favor, the meeting was adjourned at 9:37 pm.



Minutes submitted by: Peggy Denham

Eddie Carter, Mayor