

**MINUTES City of Stamping Ground**

**Date:** June 18, 2024      **Time:** 6:00 p.m.

**Place:** 3374 Main Street in City Hall

**Mayor:** Keith Murphy

**Police Commissioner:** Jennifer Jones

**Economic Development Commissioner:** David Clark

**Public Works' / Parks Commissioner:** Kendra Murphy

**Streets' Commissioner:** Billy Swartz

**Police Chief:** Don Whitlock, Asst. Chief John Giles

**Fire Chief:** Robert Hendricks

**Attorney:** Joe Hoffman

**Financial Consultant:** Melissa Bayer

**City Clerk:** Reda Conn (minutes)

**Commissioners Absent:** Billy Swartz

**Opening:** Call – to – Order      \*Pledge: Keith Murphy & Prayer: David Clark\*

**Agenda:**      **1-** Citizen Concerns, **2-** New Business, **3-** Unfinished Business,  
**4-** Department Reports, **5-** Approval of June 4<sup>th</sup> /13<sup>th</sup> Minutes, **6-** Executive Session  
 [Tentative], **-7** Closing Remarks, **8-** Meeting Adjourns

Agenda Item	<u>Discussion/Concerns (All Motions in <b>BOLD</b>)</u>	Action item Follow-up
<b>-1-</b> Citizens' Concerns	None	
<b>-2-</b>	<b>NEW BUSINESS</b>	
<b>Savings/CD</b>	CD's will be moved from WesBanco to Community Trust Bank at the time of each one's maturity.  <b>Motion by Mayor Murphy, 2<sup>nd</sup> by Commissioner Kendra Murphy to move the savings account from WesBanco to Community Trust Bank.</b>	Motion passed 4-0
<b>Waste Removal Contract</b>	Attorney Hoffman will prepare the ad for waste removal to be published in the News-Graphic. He will read it at the next meeting.	
<b>Personnel Handbook</b>	Mayor Murphy said the Personnel Handbook needs to be updated. It has not been updated in a very long time. He said that the Commission needs to work on this.	
<b>VFIS Ins</b>	<b>Motion by Mayor Murphy, 2<sup>nd</sup> by Commissioner Kendra Murphy to approve the \$10,438.40 VFIS insurance renewal policy.</b>	Motion passed 4-0

**UNFINISHED BUSINESS**

**POS Info**

Asst. Clerk Michelle Randolph had printed a summary of the cost to purchase vs. the cost to lease a credit card machine through Community Trust Bank. There was a brief discussion before voting.

**Motion by Commissioner K Murphy, 2<sup>nd</sup> by Commissioner Clark to purchase the card reader (POS) at a cost of \$824.90 plus fees.**

**Motion passed 4-0**

**2<sup>nd</sup> Reading Budget Ord**

**Attorney Hoffman** read a summary of the 2024-2025 Budget Ordinance.

**Motion by Mayor Murphy, 2<sup>nd</sup> by Commissioner Clark to accept the budget as read by Attorney Hoffman.**

**Motion passed 4-0**

**4<sup>th</sup> July Parade Details**

**Mayor Murphy** stated that the encroachment permit request had been sent a few months ago. A flyer advertising the parade was given to the Commission.

**News-Graphic Half PG Ad**

**Commissioner Clark** discussed the importance of publishing our city’s business directory via a half page ad, as well as being mailed to citizens. He was proud of the fact that Stamping Ground had 29 businesses listed.

**Motion by Commissioner Clark, 2<sup>nd</sup> by Commissioner K Murphy to expend \$1,899.39 from the Economic Dev. Account to run the Ad in the News-Graphic July 2<sup>nd</sup> and 5<sup>th</sup>, and in the Scott Shopper July 3<sup>rd</sup>.**

**Motion passed 4-0**

**DEPARTMENT REPORTS**

**POLICE DEPT. Chief Don Whitlock**

**Police Commissioner Jones, Police Chief Whitlock, and Asst. Police Chief Giles** had discussed the Flock Raven System prior to the meeting. **Chief Whitlock** reported that the system’s panel on Locust Fork had been torn off the pole during our last storm. **Asst. Chief Giles** continued by stating the system isn’t working for our area. It picks up other noises besides gunshots and sends out an alert. **Commissioner Jones** added that this type of Raven is best suited for urban areas. Giles said that he is reaching out to the company about removing them and replacing them with two more flock cameras. They will keep the Commission posted.

**FIRE DEPT. Chief Robert Hendricks**

**Fire Chief Hendricks was in a meeting in Cincinnati.** The VFIS Insurance covers the fire department. It was discussed and voted on earlier in the meeting.

**ECON. DEV. David Clark**

**Commissioner Clark** said that he’d previously covered his topic concerning the half page ad.

<p><b>PUBLIC WORKS' / PARKS</b> Kendra Murphy</p>	<p>Commissioner Murphy said that she wants to use her remaining budget to purchase mulch for the park. It needs to be replaced every 5 years. It was approximately \$15,000. Popp had told Reda it would probably be a little higher due to rising costs.</p> <p><b>Motion by Commissioner K Murphy, 2<sup>nd</sup> by Commissioner Jones to accept Steven Popp's previous bid from a few years back to purchase the mulch and replace it at Buffalo Springs Park. to</b></p>	<p>Motion passed 4-0</p>
<p><b>STREETS</b> Billy Swartz</p>		
<p><b>-5-</b> Approval of June 4<sup>th</sup>, 13<sup>th</sup> 2024 Minutes</p>	<p><b>Motion by Commissioner Clark, 2<sup>nd</sup> by Commissioner K Murphy to approve both the June 4<sup>th</sup> and 13<sup>th</sup>, 2024 Minutes.</b></p> <p>Corrections: none</p>	<p>Motion passed 4-0</p>
<p><b>-6-</b> Executive Session</p>	<p>Not needed</p>	
<p><b>-7-</b> Closing Remarks</p>	<p>None</p>	
<p><b>-8-</b> Meeting Adjourns at <u>7:00</u> p.m.</p>	<p><b>Motion by Mayor Murphy, 2<sup>nd</sup> by Commissioner Jones to adjourn.</b></p>	<p>Motion Passed 4-0</p>

Meeting Minutes will be approved at the July 2, 2024 Meeting.

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Mayor

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City Clerk