



**Update  
ABC Training**

- **Pro Tem Perry** stated that there is training out there for ABC Admins.

**Motion by Pro Tem Perry 2<sup>nd</sup> by Commissioner Koger to pay up to \$250 for Primary ABC Administrator, Kevin Kidwell to take ABC training.**

**Vote  
4 - 0  
P**

**ABC  
Documents**

- ABC Admin Kevin Kidwell explained that he provided examples from various cities for the commission to review and compare, in order to determine what changes or updates should be made to the ordinance. He noted that all the examples require two separate training courses to become an ABC Administrator.

**Long Lick  
Baptist  
Request**

- **Pro Tem Perry** stated that he received a call from Long Lick Baptist Church asking if they could put up a VBS sign in the same spot as before. Everyone agreed it was okay for them to do so.

**Main Street  
Farmers  
Market**

- **Pro Tem Perry** asked about waiving business license fees at the farmers market.

**Motion by Pro Tem Perry 2<sup>nd</sup> by Commissioner Koger to waive business license fees for the Farmers Market contingent to receive specific dates that the market will be set up.**

**Vote  
4 - 0  
P**

**Hoffman &  
Barnes and M  
Bayer  
Consulting  
Contracts**

- **Attorney Hoffman** and **CPA Melissa Bayer** both discussed what they put in their contract that was provided to the Commission.
- **Commissioner Meadows** suggested to Attorney Hoffman and CPA Melissa to add a clause in contracts for annual revision, while still allowing a 60-day notice for resignation.
- **Attorney Hoffman** agreed to include this in his contract.
- **CPA Melissa Bayer** also agreed to include this verbiage in her contract.
- **The Commission** discussed and agreed to advertise we are accepting estimates and applicants for Attorney and CPA.
- Applicants should apply by June 11<sup>th</sup> at 4pm.
- This will be posted on the city Facebook page.

**QB  
Timecards**

- **CPA Melissa Bayer** explained the functionality of timecards in QuickBooks. Ms. Bayer and Clerk Michelle tested the QB timecard app prior to the meeting. Some functions still need to be figured out, and they plan to test the system further and present their findings to the Commission before rolling it out to others.
- She also stated that we could invite the Volunteer Fire Fighters to QB to give them the ability to fill out tax forms that may be needed.

**VFD Withholdings**

- **Pro Tem Perry** provided handouts explaining the need for Volunteer Fire Department (VFD) members to be classified as employees.
- **Mayor Pro Tem** read an email he received from an attorney stating that, they are not independent contractors and they should not be 1099. It states this in the IRS publication, published last month.
- **Asst Fire Chief Andrew** requested they table the issue until Chief Hendricks could be present. He expressed that they have concerns about transitioning them to W-2 status. He stated that VFD members should be paid for January–March 2025 under their existing 1099 status, which CPA, **Ms. Bayer** confirmed.
- **Ms. Bayer** noted that switching to W-2 employees would increase costs. She also stated that there are 3 rules for the IRS you have to meet. We meet 2 of them but because they are volunteers the 3<sup>rd</sup> rule is not required by the IRS. Them being volunteers gives the city the ability to make them 1099.
- **Mayor Pro Tem** stressed the importance of handling the situation correctly.
- **Attorney Hoffman** and **CPA Melissa Bayer** agreed to further investigate the issue.
- **Ms. Bayer** stated that we need to look into the IRS and State laws for W-2 employees to ensure we are compliant for the VFD as well as the Commissioner’s pay.
- **All Commissioners** agreed to proceed to pay Q1 fire runs as 1099.

**Vote**  
**4 - 0**  
**P**

**Motion by Commissioner Meadows 2<sup>nd</sup> by Commissioner Jones to table transitioning the VFD to W-2s.**

**Motion by Pro Tem Perry 2<sup>nd</sup> by Commissioner Koger to pay the volunteer fire fighters for 2025 Qtr1 fire runs in the same manner they have been paid.**

**Vote**  
**4 - 0**  
**P**

**Budget – Melissa**

- **CPA Ms. Bayer** and the **Commission** discussed upcoming needed expenses between May 8<sup>th</sup> and June 9<sup>th</sup>.
- **Pro Tem Perry** stated we have approximately \$54,000 worth of bills necessary to be paid by June 9<sup>th</sup>.
- **Commissioner Meadows** offered to move the monies from his account to General Fund to cover the expenses needed.

**Vote**  
**4 - 0**  
**P**

**Motion by Commissioner Meadows 2<sup>nd</sup> by Commissioner Koger to move \$13,500 out of Economic Development funds into General Fund account.**

- **Commissioner Jones** explained that the Police Department would like to have all HB413 funds moved from the HB413 account into the Police Department account.
- **The Commission** and **CPA Ms. Bayer** and **Attorney Hoffman** clarified for Clerk Michelle that HB413 monies can be spent on anything needed to run and operate the Police Department.

**Motion by Commissioner Jones 2<sup>nd</sup> by Commissioner Koger to close the HB413 bank account and deposit the funds into the Police Department account, as well as to have any future HB413 income deposited directly into the Police Department account.**

**Vote**  
**4 - 0**  
**P**

**Parade Permits**

- **The Commission** agreed that Clerk Michelle can go ahead and submit the parade encroachments for the 4<sup>th</sup> of July and Christmas parades.

**SG City Logo**

- **Pro Tem Perry** shared that the SGE Robotics club requested to use the city's logo on their shirts for a competition, but the deadline was missed, and it is not needed by them now.
- However, the **Commission** discussed whether the logo can be used by groups we donate to.
- **Attorney Hoffman** noted the logo isn't trademarked.
- **Commissioner Meadows** suggested considering trademarking it.
- The issue was tabled for future discussion.

**Municipal Order for ACH**

- **Pro Tem Perry** suggested reviewing.
- **Commission** agreed to table.

**Invoice Municipal Order**

- **Pro Tem Perry** stated that most business that hire contractors or vendors normally have to wait a specified time period to get paid.
- **Commission** agreed to review at a later date.

**American Legal Publishing**

- **Commissioner Koger** stated that we need to find and submit ordinances to American Legal Publishing that have not been updated in our ordinance book. Clerks are to submit ordinances to updated in our ordinance book.
- **Pro Tem Perry** noted that we also need to look into updating and keeping the ordinances up to date on our website as well.

**Rumpke Ordinance**

- **Commissioner Koger** stated that we are losing money due to processing fees.
- He also noted that Rumpke service costs will increase soon, and the ordinance needs to be revised accordingly.

**Publication of Department Statistics**

- **Pro Tem Perry** suggested posting Fire Department and Police Department statistics on Facebook.
- **Police Chief Whitlock** and **Asst. Fire Chief Tackett** agreed with the idea, and everyone agreed to have **Pro Tem Perry** develop an effective way to present the information.

**-3-**

**UNFINISHED BUSINESS**

**Durango Surplus**

- **Commissioner Jones** noted that the PD Durango will be sold to another government agency. It was discussed that due to this there will be no need to surplus the Durango.

<p><b>KU Repeater</b></p>	<ul style="list-style-type: none"> <li>➤ <b>Asst. Police Chief Giles</b> reported speaking with several companies. <ul style="list-style-type: none"> <li>○ Shawn from GMWSS suggested turning off the breaker to test its purpose. They do not want to do this until we know what it is for, just in case it is in use.</li> <li>○ It's believed the breaker may be for Shelby Broadband internet.</li> <li>○ <b>Pro Tem Perry</b> and <b>Commissioner Koger</b> will investigate further.</li> </ul> </li> </ul>	
<p><b>Next Workshop</b></p>	<ul style="list-style-type: none"> <li>➤ <b>Commissioner Koger</b> noted he is unavailable on May 10<sup>th</sup> for the budget workshop.</li> <li>➤ <b>The Commission</b> discussed their availability for workshops.</li> </ul>	
<p><b>Motion by Pro Tem Perry 2<sup>nd</sup> by Commissioner Koger to cancel the workshop on May 10<sup>th</sup> and hold a workshop on May 24, 2025 at 9am.</b></p>		<p><b>Vote 4 - 0 P</b></p>

**-2- DEPARTMENT REPORTS**

<p><b>POLICE DEPT.</b> <b>Chief Don Whitlock and Commissioner Jennifer Jones</b></p>	<ul style="list-style-type: none"> <li>➤ <b>Chief Whitlock and Asst. Chief Giles</b> had reported and discussed what was needed at this time.</li> </ul>	
--	--	--

<p><b>FIRE DEPT.</b> <b>Chief Robert Hendricks and Commissioner Dale Perry</b></p>	<ul style="list-style-type: none"> <li>➤ <b>Asst. Chief Tackett</b> reported: <ul style="list-style-type: none"> <li>○ They have a Thermal Energy grant. He explained it is a Thermal Energy Camera grant that reimburses half the cost.</li> <li>○ Mentioned a few emergency purchases they had to make, such as boots.</li> <li>○ <b>Pro Tem Perry</b> stated that the city is continuing to pursue a grant for a fire department truck and received strong community support, offering a public thank you.</li> <li>○ <b>Asst. Chief Tackett</b> added that State Aid funds could help cover needed expenses.</li> <li>○ <b>Commissioner Meadows</b> requested a review of FDSAS purchases that may or may not have been made before the spending freeze. <b>Pro Tem Perry</b> will follow up on the FDSAS purchases to see if they were ordered before the spending freeze.</li> </ul> </li> </ul>	
--	--	--

<p><b>PUBLIC WORKS'</b> <b>Commissioner Ken Koger</b></p>	<ul style="list-style-type: none"> <li>➤ <b>Commissioner Koger</b> reported: <ul style="list-style-type: none"> <li>○ Payments for brick orders can be made online or by mailing a form with a check, though mailing is not preferred.</li> <li>○ <b>CPA Ms. Bayer</b> and <b>Attorney Hoffman</b> agreed it would function more as a fundraiser.</li> <li>○ <b>Ms. Bayer</b> suggested using PayPal for donations, noting that a separate account isn't technically required.</li> <li>○ A municipal order or motion can be used to set up the PayPal account, with a municipal order offering better record-keeping.</li> </ul> </li> </ul>	
---	---	--

<p><b>STREETS</b> Mayor Pro Tem / Commissioner Dale Perry</p>	<p>➤ <b>Pro Tem Perry</b> reported:</p> <ul style="list-style-type: none"> <li>○ He stated that he would like to locate MRA funds and use.</li> <li>○ He will send Melissa a list of potential uses for the money.</li> <li>○ He wants to ensure that the funds are used appropriately in the future.</li> </ul>	
<p><b>ECON. DEV.</b> Commissioner Cody Meadows</p>	<p>➤ <b>Commissioner Meadows</b> reported:</p> <ul style="list-style-type: none"> <li>○ Misfits on Main will be relocating and will be opening soon next to Yuppie Puppy.</li> <li>○ <b>Police Chief Whitlock</b> inquired about the handicap parking, and the <b>Commission</b> agreed it will remain designated as such.</li> <li>○ <b>Commissioner Meadows</b> is working on adding a notice to the Georgetown-Scott County website to clarify that a license is required in both the city and county.</li> </ul>	
<p><b>-5-</b> Executive Session</p>	<p>None</p>	
<p><b>-6-</b> Approval of <u>April 10 &amp; April 22, 2025</u> Minutes</p>	<p><b>Motion by Pro Tem Perry 2<sup>nd</sup> by Commissioner Meadows to wait on the approval of the April 10<sup>th</sup> and April 22<sup>nd</sup> minutes until the next meeting.</b></p>	<p><b>Vote</b> <b>4 - 0</b> <b>P</b></p>
<p>Approval of <u>April 26, 2025</u> Minutes</p>	<p><b>Motion by Pro Tem Perry 2<sup>nd</sup> by Commissioner Meadows to approve the April 26, 2025 minutes.</b></p>	<p><b>Vote</b> <b>4 - 0</b> <b>P</b></p>
<p><b>-7-</b> Commission Closing Remarks</p>	<p>➤ <b>Pro Tem Perry</b> requested the Commission’s opinion on using the first monthly meeting for New Business and the second meeting for Unfinished Business.</p> <ul style="list-style-type: none"> <li>○ <b>The Commission</b> agreed to follow these guidelines for the meetings.</li> </ul>	
<p><b>-8-</b> Meeting Adjourns at <u>8:00</u> p.m.</p>	<p><b>Motion by Commissioner Koger 2<sup>nd</sup> by Commissioner Meadows to adjourn.</b></p>	<p><b>Vote</b> <b>4 - 0</b> <b>P</b></p>

Meeting Minutes will be approved at the May 27, 2025 Meeting.

\_\_\_\_\_  
Mayor Pro Tem

\_\_\_\_\_  
City Clerk