

SPECIAL MEETING MINUTES City of Stamping Ground

Date: July 10, 2025 **Time:** 6:00 p.m.

Place: 3374 Main Street in City Hall

Mayor: Jennifer Jones
Police Commissioner: Jennifer Jones
Economic Development Commissioner: Cody Meadows
Public Works / Parks Commissioner: Ken Koger
Streets Commissioner: Megan Brown
Fire Commissioner and Pro Tem: Dale Perry
Police Chief: John Giles
Fire Chief: Robert Hendricks ; **Asst. Fire Chief:** Andrew Tackett
Attorney: Joe Hoffman
Financial Consultant: Melissa Bayer
City Clerk: Michelle Randolph
Minutes By: Michelle Randolph

Personnel Not Present: Ken Koger, Andrew Tackett, Melissa Bayer

Opening: - Call – to – Order **1-** Pledge **2-** Invocation **3-** Roll Call **4-** Approval of May 27, 2025 Minutes, **5-** Consent Calendar **6-** Department Reports, **7-** Finance & Administration **8-** Approval of June 2025 Finances **9-** New Business **10-** Announcements, **10-** Adjourn

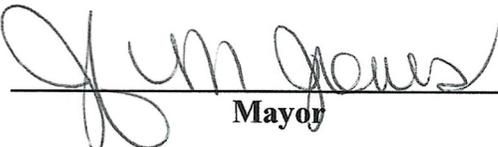
Agenda Item	<u>Discussion/Concerns (All Motions in BOLD)</u>	Action item Follow-up
<p align="center">--</p> <p>Public Concerns</p>	<p>➤ None</p>	
<p align="center">-4-</p>	<p>APPROVAL OF MINUTES</p>	
<p>Approval of May 27, 2025 Minutes</p>	<p>Motion by Commissioner Meadows, 2nd by Commissioner Perry to approve May 27, 2025 minutes.</p> <p>Commissioner Brown abstained from the vote.</p>	<p>Vote 4 – 0 P</p>
<p align="center">-5-</p> <p>Consent Calendar</p>	<p>➤ None</p>	
<p align="center">-6-</p>	<p>DEPARTMENT REPORTS</p>	
<p>POLICE DEPT. Chief John Giles and Commissioner Jennifer Jones</p>	<p>Police Chief Giles reported:</p> <p>➤ There were 37 calls in total.</p> <p>➤ The Commission discussed paying Chief Giles salary or hourly.</p> <p>Motion by Mayor Jones, 2nd by Commissioner Meadows to pay Chief John Giles \$70,000 per year on salary.</p>	

<p>FIRE DEPT. Chief Robert Hendricks and Commissioner Dale Perry</p>	<p>Fire Chief Hendricks reported:</p> <ul style="list-style-type: none"> ➤ They had 19 runs in June 	
<p>PUBLIC WORKS Commissioner Ken Koger</p>	<p>Commissioner Perry reported:</p> <ul style="list-style-type: none"> ➤ Disussed the HVAC quotes and options we have to replace the units for City Hall and/or the Police Department. 	
<p>STREETS Mayor Pro Tem / Commissioner Dale Perry</p>	<p>Commissioner Perry reported:</p> <ul style="list-style-type: none"> ➤ Chief Giles provided Commissioner Perry with a list of signs missing or needing to be replaced, as well as a quote to replace them. ➤ Attorney Hoffman read the Resolution Adopting and Approving the Execution of a Memorandum of Agreement between the City of Stamping Ground and the Commonwealth of Kentucky Transportation Cabinet, Department of Highways in the amount of \$32,000 for the Commonwealth Drive Resurfacing Project. <p>Motion by Commissioner Perry, 2nd by Commissioner Meadows to accept resolution as read.</p>	<p>Vote 4 – 0 P</p>
<p>ECON. DEV. Commissioner Cody Meadows</p>	<p>Commissioner Meadows reported:</p> <ul style="list-style-type: none"> ➤ The deadline to pay the City Business License is July 1st. ➤ The deadline to pay the City ABC License is July 10th. ➤ Discussed penalties and late fees. ➤ <i>ABC Admin Kevin Kidwell</i> stated that there is a business that sells alcohol, and they have not paid for a city Business License but paid their ABC License. As we can't issue the ABC License without the Business License, he inquired about the proper steps to resolve the situation and discussed it with the Commission, Attorney and Police Chief. Mr. Kidwell will shut down only the company's ABC sells. ➤ <i>ABC Admin Kevin Kidwell</i> asked if he could purchase a laptop for ABC purposes only. Asked if we can have checks for the ABC account as well. 	
<p>-7- APPROVAL OF FINANCES</p>		
<p>GUTS Contract</p>	<ul style="list-style-type: none"> ➤ The Commission briefly discussed the GUTS contract. GUTS is a company that prints property tax cards. <p>Motion by Commissioner Brown, 2nd by Commissioner Perry to have Mayor Jones sign the contract with GUTS.</p>	<p>Vote 4 – 0 P</p>

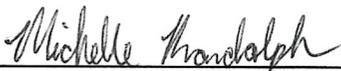
News-Graphic Invoice	<ul style="list-style-type: none"> ➤ Discussed going to the virtual newspaper option as well as the need for the paper clippings by the City Clerk as well as the ABC department. They decided to keep the paper subscription. 	
	<p><u>Motion by Commissioner Meadows, 2nd by Commissioner Brown to keep our newspaper subscription for \$95 /year and pay from the Economic Development department.</u></p>	<p>Vote 4 – 0 P</p>
Workers' Comp Document	<ul style="list-style-type: none"> ➤ This was a Workers' Comp renewal document that is needed to keep the insurance. 	
	<p><u>Motion by Commissioner Perry, 2nd by Commissioner Brown to have Mayor Jones sign the Workers' Comp insurance document.</u></p>	<p>Vote 4 – 0 P</p>
KLC Insurance Invoices	<ul style="list-style-type: none"> ➤ These 3 invoices are to renew our insurance policies with KLC. 	
	<p><u>Motion by Commissioner Meadows, 2nd by Commissioner Perry to pay all three KLC insurance invoices.</u></p>	<p>Vote 4 – 0 P</p>
VAC/Comp Payout	<ul style="list-style-type: none"> ➤ Mayor Jones stated that we have to pay out Don Whitlock's vacation and comp time. 	
<p>-7- APPROVAL OF FINANCES</p>		
Approval of April, May and June 2025 Finances	<p><u>Motion by Commissioner Meadows, 2nd by Mayor Jones to approve April, May and June 2025 Finances.</u></p>	
<p>-8- NEW BUSINESS</p>		
Attorney Interviews	<ul style="list-style-type: none"> ➤ Attorney Derick Wright spoke about his life and his interest in being our city attorney. He also spoke on the experience he and his company have. The Commission proceeded to ask several questions regarding the service he would provide as well as they stated some challenges we are currently facing. ➤ Attorney Zach Osborne spoke about his life and his interest in being our city attorney. He also spoke on his experience and the services he could provide. The Commission proceeded to ask several questions regarding the service he would provide. 	
First Reading of Solid Waste Removal Rates Ordinance	<ul style="list-style-type: none"> ➤ Discussed ordinance and options to save money. ➤ Attorney Hoffman read the first reading of the Solid Waste Removal Rates Ordinance. 	

Commonwealth Drive Project	➤ Discussed with the Streets Department report.	Vote 4 - 0 P
Owl Labs for Meetings	➤ Commissioner Meadows and Commissioner Perry got quotes from Owl Labs. They discussed the options Owl Labs has on cameras and equipment.	
	<u>Motion by Commissioner Meadows, 2nd by Commissioner Perry to purchase Owl 3 with tripod, stand, cable, expansion mic, and case with a three year insurance policy, with a cost up to \$1,800.00 and to be paid from General Fund.</u>	
Street Legal Special Purpose Vehicle	➤ Commissioner Meadows stated that Scott County has not passed this ordinance yet. ➤ The Commission will review and discuss an SPV Ordinance after the county has made their decision.	
Commissioner Brown's Department	➤ The Commission discussed what department Commissioner Brown preferred to be responsible for. ➤ Commissioner Brown was comfortable with being the Streets Commissioner.	
	<u>Motion by Mayor Jones, 2nd by Commissioner Meadows to appoint Commissioner Brown as the Streets Commissioner.</u>	Vote 4 - 0 P
City Owned Alleys	➤ Discussed what alleys are City owned. There is a citizen who has brought it to the City's attention that it says on their deed that there is a City owned alley on their property. ➤ Attorney Hoffman stated that if the City doesn't want to claim it we need to get the records corrected to reflect that the citizen owns it.	
-9- Announcements	➤ Commissioner Meadows stated that P & Z would like to be at the meeting July 22 to discuss rezoning at no cost. ➤ Mayor Jones stated that we have not done evaluations this year. This should be done yearly.	
-10- Meeting Adjourns at 9:03 p.m.	<u>Motion by Commissioner Meadows, 2nd by Commissioner Brown to adjourn.</u>	Vote 4 - 0 P

Meeting Minutes will be approved at the September 11, 2025 Meeting.



Mayor



Asst. City Clerk