

REGULAR MEETING MINUTES City of Stamping Ground

Date: October 28, 2025

Place: Stamping Ground City Hall

Time: 6:00 p.m.

3374 Main Street, Stamping Ground, KY 40379

COMMISSION

Mayor: Jennifer Jones
Police Commissioner: Jennifer Jones
Economic Development Comm.: Cody Meadows
Public Works' / Parks Comm.: Ken Koger
Streets' Commissioner: Megan Brown
Fire Commissioner and Pro Tem: Dale Perry

PERSONNEL

Police Chief: John Giles
Fire Chief: Robert Hendricks
Asst. Fire Chief: Andrew Tackett
Attorney: Joe Hoffman and Zach Osborne
Financial Consultant: Melissa Bayer
City Clerk: Michelle Randolph

Personnel Not Present: Megan Brown, Andrew Tackett, Melissa Bayer
Minutes By: Michelle Randolph

AGENDA

-1- Call to Order -2- Pledge -3- Invocation -4- Roll Call -5- Public Concerns -6- Approval of October 9, 2025 Minutes -7- Department Reports -8- Unfinished Business -9- Announcements -10- Adjourn

Discussion/Concerns (All Motions in **BOLD**)

- 1- Mayor Jones called the meeting to order.
- 2- All present recited the Pledge of Allegiance.
- 3- An invocation was provided by Commissioner Perry
- 4- Assistant City Clerk Michelle Randolph called the roll.
- 5- Public Concerns
 - Citizen spoke on his concern with sharing an easement to a business and asked for any advice the Commission might have to resolve the issue.
 - A citizen expressed his concern about the road being closed for two hours for Trick-Or-Treat. There are many that will not be able to get to or leave their homes during this time. He felt it should not be closed or should not be closed for as long.
 - A citizen asked if they could set up a projector and show a movie at the Christmas Market for the public if they go through the proper steps to do so.

-6- Approval of Minutes

Approval of **October 9, 2025 Minutes**

Motion by Commissioner Meadows, 2nd by Commissioner Koger to approve October 9, 2025 minutes.

Vote 4 – 0 P

-7- Department Reports

Police Department

Chief John Giles reported:

- He spoke to Mike Henigan about potential traffic issues with closing the road for two hours for Trick-Or-Treat.
- Camera equipment for the Tahoe will be \$6,178 per year for 3 years and it's good to use for 5 years. It is \$283.90 a month for 5 years. It's \$17,000 in total. It is no extra cost to add it to the county's servers that the body cams are on. Mayor Jones and Commissioner Meadows expressed and discussed with the Commission their likes and dislikes of having the equipment. Chief Giles will send both Attorneys the contract to review. This will give the Commission time to decide how to fund the equipment and look into more details.
- He is still receiving parking complaints. Discussed if we have the ability to paint parking spaces on Main.

Fire Department

Chief Hendricks reported:

- Plan to be at the station on Halloween.
- Still waiting to get a quote from Marshall's for the gutters.
- Received the Federal Grant. It will not be finalized until the government reopens.

Public Works

Commissioner Koger reported:

- Looked for a lock for the flag pole at the park. He needs to measure for one.
- Still having issues with getting porta potties replaced. He found out you can purchase porta potties. Public Works doesn't have the funds in the budget; therefore, he asked the Commission to think about possibly purchasing 3. If we purchase 3 we would only have to pay for them to be serviced.
- Still getting in brick orders.
- He would like to move forward with using CivicPlus.

Streets

On behalf of Commissioner Brown, Mayor Jones reported:

- There were two different proposals submitted. One proposal for pot hole repairs and one for Commonwealth Drive entrance, ditching, overlay and culvert pipe.
- Discussed the proposals, what work will be done and how we will pay for the work.

Motion by Commissioner Meadows, 2nd by Mayor Jones to accept the proposal from Hamilton-Hinkle Paving Company to repair Commonwealth Drive entrance, ditching, overlay and culvert pipe.

Vote 4 – 0 P

Motion by Commissioner Koger, 2nd by Mayor Jones to accept the proposal from Hamilton-Hinkle Paving Company to repair pot holes.

Vote 4 – 0 P

Motion by Commissioner Koger, 2nd by Mayor Jones to reimburse Megan for paint on curbs. Use MRA money.

Vote 4 – 0 P

Economic Development

Commissioner Meadows reported:

- He ate at Cilantro's on their opening day and stated that he thought it was great. They had an excellent opening day.
- Buffalo Sprits is having a tasting on October 7th.
- There were two businesses that don't have an assumed name and/or they were not registered with the state at the time. The Commission discussed how they would like to proceed with the issue. There were no objections to proceed as we have been doing and issue the two license. It was suggested that we make changes before June 1, 2026 so as to ensure that all applications are processed the same for each business.
- SG Tire Shop is having a 3 year anniversary party Thursday Oct 31st. He has invited all to stop by.

Finance & Administration

CD/Invest

Mayor Jones explained that:

- The Commission needs to discuss what to do with the CD that was recently pulled out.
- We decided to use People's bank. Discussed the possibly asking People's Bank about investing.

Motion by Mayor Jones, 2nd by Commissioner Koger to move \$25,000 from Savings into a CD at People's Bank with the shortest term available.

Vote 4 – 0 P

-8- Unfinished Business

P & Z – Guest for Zoning Update

- Robert Duncan spoke to his property being zoned incorrectly. He stated that P & Z is going to address many zoning issues in the city.
- **Commissioner Koger** stated that every property will be looked at during this process.

Christmas Parade Direction

- Discussed pros and cons of both directions. There was no objection to keeping the encroachment the way it is. The approved encroachment permit states that on December 13th, the Christmas parade will proceed north beginning at Edgewood Drive and ending at Commonwealth Drive on the north side of town.

Potential Road Closure for Christmas Market

- Discussed potentially closing downtown Stamping Ground for the Christmas Market.

Motion by Mayor Jones 2nd by Commissioner Koger to apply for permit to close Main Street downtown between Locust Fork and Mulberry Street on December 13 between 6:00 pm and 9:00 pm. Vote 4 – 0 P

Christmas Committee

- Channing Meadows and Sarah Maggard are organizing the Christmas Market.
- There were no disagreements to not creating a committee for the market.
- There were 40 vendors signed up.
-

Santa in City Hall

- Briefly discussed opening City Hall to the public during the Christmas Market.
- Santa will be set up in City Hall.
- There will be a sign in sheet for the market vendors at City Hall.

Motion by Commissioner Perry 2nd by Mayor Jones to allow Santa to set up in City Hall and have City Hall open to the public during the Christmas Market. Vote 4 – 0 P

KU Consolidation of Bills

- Commissioner Perry stated that he has made several phone calls and found a contact. He will call them about consolidating the bills.

CPA RFP and Clerk RFP

- CPA RFP :
 - Discussed if there were any other applicants. There was only one applicant.

Motion by Commissioner Meadows 2nd by Mayor Jones to accept M Bayer Consulting's contract to be CPA. Vote 4 – 0 P

- Head Clerk RFP :
 - Discussed when to conduct the interviews. The Commission plans to have a special meeting where all Commissioners will be present. They are planning to have a special meeting November 8th at 9am for interviews. If that date is not feasible, the interviews will be conducted at the November 13th meeting.
 - If there is a conflict between a Commissioner and one of the applicants, the Commissioner needs to speak up early on. All Commissioners were in agreement on this statement.

Parking Lot RFPs & Surveyor

- Zach would not provide a cost for him to complete the survey as he is doing this to complete Joel Day's work. In lieu of payment, Commissioner Meadows proposed utilizing Economic Development funds to purchase a brick in memory Joel Day.
- Zach will be completing the survey soon.
- The Commission discussed and decided to go with the Mullins Construction and Renovation's contract.
- The Commission discussed all measurements and details of the job that Mullin's put in the contract.

Motion by Commissioner Meadows, 2nd by Commissioner Koger to authorize the Mayor to sign the Mullins Construction and Renovation contract, provided he starts work as soon as possible and can complete by the end of the year start work asap .

Vote 4 – 0 P

Snow Removal RFP

- There are two companies that replied to the RFP. The Commission discussed the options.

Motion by Commissioner Koger, 2nd by Mayor Jones to accept the Hastings Custom Lawnsapes estimate for snow removal. Commissioner Meadows voted no.

Vote 3 – 1 P

Forensic Audit

- Need to follow up on what is needed to get this done.

-9- Announcements

- A citizen asked if they could set up at Buffalo Square for Trick-Or-Treat. The Commission had no disagreements on them setting up there for the night of October 31, 2025.
- Mayor Jones informed the Commission of a message the city received on Facebook asking if we wanted to host a food drive with the Amen House. The Commission discussed. They stated that the Amen House does a wonderful job. They discussed the possibility of supporting local groups.

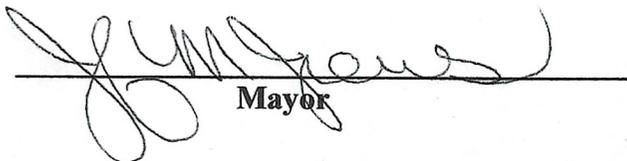
-10- Adjourn

Motion by Commissioner Koger 2nd by Commissioner Meadows to adjourn.

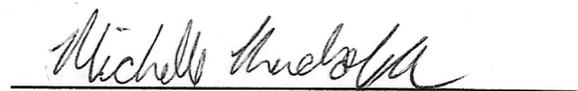
Vote 4 – 0 P

Meeting adjourned at **8:52pm**

Meeting Minutes will be approved at the November 13, 2025 Meeting.



Mayor



Asst. City Clerk