

REGULAR MEETING MINUTES City of Stamping Ground

Date: April 28, 2026

Place: Stamping Ground City Hall

Time: 6:00 p.m.

3374 Main Street

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

Commissioners Not Present: Megan Brown

Minutes By: Michelle Randolph

PERSONNEL PRESENT

Police Chief: John Giles

Fire Chief: Robert Hendricks

Attorney: Joe Hoffman

Financial Consultant: Melissa Bayer

Ethics: Janna Sedwick

Asst. City Clerk: Michelle Randolph

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 – Invited Guests

- A community member was present to ask if there were any complaints about their new building on Locust Fork. The Commission addressed there was one but had no specifics to the complaint as they informed them, they would have to speak with the county.
- A community member stated that it is great to see the town grow. She expressed her concern with parking as the town grows and new businesses move in. Parking is an issue for some businesses already such as the restaurant. **Commissioner Meadows** explained that the city is in the beginning stages of putting more parking on Main Street but the property at the restaurant is privately owned.
- A community member inquired about what she can do or not do with the sidewalk when she repaves her driveway. **Commissioner Meadows** suggested for her to talk to P & Z. **Attorney Hoffman** stated that the sidewalk does have to ADA compliant and that there is a possibility she would need a building permit. She would not need anything from the city to move forward with repaving the drive.
- A community member expressed her concern with damaged storm drains on the corner of Woodlake and Railroad Street. It is overflowing causing issues. They were put in by the city. **Attorney Hoffman** stated that he does recall there having been a storm water drain project in the past and these potentially could have been a part of that project. **Attorney Hoffman** stated that he will look for documentation regarding the easement and drains.

-6- Approval of Minutes

- Approval of April 16, 2026 Minutes.

Motion by Commissioner Meadows, 2nd by Mayor Jones, to approve April 16, 2026 minutes. Vote 4 – 0 P

-7- Department Reports

Police Department

Chief John Giles reported:

- Expressed his concern for KU bills that are coming out of the Police budget and should not be.
- **Commissioner Perry** found a contract for repeater stating that we are not responsible for paying for the electric to it. The repeater is not in use. **Attorney Hoffman** stated that we will have to write them a letter to notify them we are turning off the electric to it. **Commissioner Perry** will continue to sort out who owns the repeater and tower, as well as finding out who is responsible for paying what portion.
- **Chief Giles** asked if the KU radar bill, for the radar on Sebree, can be paid with General Funds due to it being more of a service and not police equipment. **The Commission** discussed the possibility of taking down the radar.

Motion by Mayor Jones, 2nd by Commissioner Koger to pay the KU Radar bill from the General Fund account moving forward. Vote 4 – 0 P

- **Chief Giles** has been designated by the Sheriff's Office to inspect vehicles and golf carts and is certified to inspect golf carts to be able to approve the issuance of golf cart permits.
- **Mayor Jones** stated that with Verizon and the police officer's old phone we can upgrade to a new phone for free and have it put on a separate account/bill for City Hall use and be about \$39.99/ month. Clerks could use the cell for office work, two step authentication codes, the Square credit card system etc.
- There were no disagreements from the Commission to move forward with getting info from Verizon then **Chief Giles** stated he would reach out to his contact at Verizon to get the process started and would ensure the clerks have control over the account.

Motion by Mayor Jones 2nd by Commissioner Koger to accept Chief Giles to contact Verizon and get the Clerks new cell phone set up and on a separate bill. Vote 4 – 0 P

Fire Department

Chief Hendricks reported:

- Discussed the next step to apply for grant for apparatus.
- They issued 4 of 6 sets of the new turnout gear at Monday night's training on April 27th.
- Discussed the needs and importance of proper turnout gear and the specific tailoring to get the proper gear.
- They staged in preparation for the storms Monday night. Four firefights stayed out all night.
- He and two others attended the Fire Department Instructors Conference in Indianapolis last week. If they volunteer at conference they don't have to pay for anything except their dinners in the afternoon. Our volunteers are either serving or striving to learn to serve.
- **Commissioner Meadows** asked that the Commission revisit and update the Fire Department's personnel policy. There were no disagreements about doing so.
- **Mayor Jones** expressed how well of a job the Fire Department has done in the last year with so little.

- **Commissioner Meadows** stated that the county is now physically talking about putting up a county fire station in Stamping Ground. It does not have to change anything. **Chief Hendricks** expressed he would love to see full time Firefighters in town to provide full time fire protection.

Attorney Briefing

Attorney Hoffman reported:

ABC Ordinance – Second Reading

- **Attorney Hoffman** read the second reading of the ABC Ordinance.
- **Commissioner Meadows** verified with **Attorney Hoffman** that the ordinance only needs to be published once. He also verified that we can and should publish it in the paper with ABC funds.

Motion by Commissioner Meadows, 2nd by Commissioner Perry to accept the ABC Ordinance as read.

Roll Call Vote:

Vote 3 – 1 P

Commissioner Meadows: Yes

Mayor Jones: Yes

Commissioner Koger: Yes

Commissioner Brown: Absent from the meeting.

Commissioner Perry: No

Penalty For Parking, Towing and Snow Emergency

- Tabled until the next meeting.

Distillery Property

- **Attorney Hoffman** stated that he reached out to the Jones' about the issue and had not heard back.

Motion by Mayor Jones, 2nd by Commissioner Koger to approve the Mayor to sign the Declaration of Restrictive Covenant for the old distillery property.

Vote 4 – 0 P

Joe last day early June for Zach to take over meetings but will be available. \$100/ hour will remain.

Public Works

Commissioner Koger reported:

- All mulch in the park has been completed. With help from Mr. Angel and Cedar Grove Church. They mulched around all equipment from the hilltop to the play sets by the pavilion. They went above and beyond. They got the spring cleaned as well.
- He had budget for an awning for back door of City Hall. Price has gone up to \$910 so he wants to purchase the awning soon.
- Looking into replacing picnic tables and fans in the pavilion. Would like to put this in the budget for FY 26-27. He found that 8 metal tables (2 of which will be handicapped accessible) and will be about \$5,600.
- He stated that he would be meeting with a company to give him pricing on laying the bricks.
- July 31, 2026, will be the last day to buy bricks. He stated that he will have a tent set up at the May 2nd and May 16th and the July 4th to sell bricks.

Streets

Commissioner Meadows reported on behalf of **Commissioner Brown**:

- **Commissioner Brown** asked **Commissioner Meadows** to inquire to the Commission if she could proceed to pay Wylie Messer for the flag holders. There were no disagreements from the Commission.
- Jailer Broyles has begun replacing street signs. They did a wonderful job on the ones they put up. They have several more signs to put up. The Commission expressed they're thanks to Jailer Daren Broyles for the help.
- **Commissioner Perry** inquired about the sidewalk repair needed in front of 3364 Main Street. **Commissioner Koger** stated that he has to call GMWSS anyway and he will request to have it fixed then.
- **Commissioner Meadows** inquired about how to proceed in painting the lines on the new concrete parking lot. There were no disagreements with **Commissioner Meadows** getting estimates to see how much it will cost to have a company paint the lines. He will reach out to Mr. Bruin in Georgetown first.

Economic Development

Commissioner Meadows reported:

- He read the Clerks' business license reminder letter and approved.
- The grocery store inquired about obtaining a single-serve alcohol license for the store.
- Stated that there are not many empty buildings left for businesses to move into.
- Extended a thank you to Commissioner Brown and anyone who contributed to fixing Commonwealth Dr.

Finance & Administration

February & March 2026 Finances

Motion by Commissioner Meadows 2nd by Commissioner Perry to approve the February 2026 Finances. **Vote 4 – 0 P**

Motion by Commissioner Koger 2nd by Mayor Jones to approve the March 2026 Finances. **Vote 3 – 1 P**
Commissioner Perry voted No

Speaker & Camera for Computer – Zoom Calls

- Discussed the need for a camera and a mic for Peggy's computer so she can conduct Zoom calls. There were no disagreements with the Clerks getting what they need for Zoom calls. The clerks will ask Chip to ensure they get what is needed and for the best price.

People's CD

- Michelle Randolph stated that the CD at People's Bank has been renewed for another 5 months.

-8- Unfinished/Old Business

Building Repairs

- **Commissioner Koger** will have someone come out next week to look at the building and provide an estimate.

IT Support

- Mayor Jones stated that Chip will be out to work with the clerks on IT issues.

Ethics Member Terms

- Ethics Member Janna Sedgwick stated that she spoke with the other Ethics members, and they came to an agreement. Janna Sedgwick's term will terminate Jan 2027. The others will stay with the terms they were appointed, Wendy Bothman's term will terminate March 2029 and Carolyn Hundley's term will terminate March 2028. There were no disagreements from the Commission for them to proceed with these terms.
- Ethics Member Janna Sedgwick stated that she will resend forms to Commissioners, Chiefs, Clerks that she needs to be completed and turned into the Ethics Board.

Motion by Commissioner Koger 2nd by Commissioner Meadows to approve Janna Sedgwick's term on the Ethics Board to terminate Jan 2027, with Wendy Bothman continuing her 3 year term and Carolyn Hundley continuing her 2 year term as previously agreed. **Vote 4 – 0 P**

7 Year Audit

- After a brief discussion, there were no concerns brought to the table with reason for audit.
- Clerks have followed KDLA's retention schedule as required.
- The Commission requested that the Attorneys propose a municipal order establishing a record retention policy.
- Attorney Hoffman will email Attorney Osborne and ask that he research retention schedules that City Hall, Police Department and the Fire Department are required to follow.

Planning & Zoning Proposal / Meeting

- A member of P & Z was present to speak with the Commission about scheduling the meeting. Commissioner Koger stated that he is looking at possibly having the meeting on May 28th. The meeting would not start until 6:30 if it is at SGE. Commissioner Koger is waiting to hear back from the school as the School Board must approve. The Commission reiterated that this would be the start of trying to properly rezone everything needed within the city limits.

-9- New Business

Credit Card Processing

- Discussed using Square.
- Would have to publish/post the cost of people using the square (cost per transaction).

Motion by Commissioner Meadows 2nd by Mayor Jones to accept the City Clerks to use the Square to accept payments in City Hall. **Vote 4 – 0 P**

Park Parking Lot Signs

- Commissioner Meadows stated that there is a need to put up signs making it clear where the public parking is by the park. Chief Giles stated that the sign he and Commissioner Brown looked at was about \$150. There were no disagreements with purchasing and putting up sign.

Budget Preparation FY 26-27

- CPA Melissa Bayer presented a budget guide to the Commission. The handbook talks about the budget process and gives step by step instructions to follow. She stated that all Commissioners, Chiefs and ABC Admin are responsible for gathering the budget information. Clerks and Finance and Admin will lead the

budget discussions. She asked them to review and prepare what they need to budget for. She walked them through the handbook and what is expected of them. They need to research and do their due diligence to find out actual cost before putting in budget. She stated for them to think about payroll first. Suggested they review audit. Aaked that they look at this holistically, as it is about the city not just the individual departments. Budget ordinance is the only budget they are accountable for and the only thing that would be publicly amended. They should be able to match ordinance numbers to the spreadsheet for each department. She explained the spreadsheet for each department and that it reflects Actual YTD (as of 4/28/26), the 25-26 Budget and leaves a column for them to track what they propose the 26-27 budget to be.

-10- Announcements

- Community members were present to discuss with Commission about where property lines are between their property and our property at the grass lot near the park. Also stated there is a drain issue.
- The city had a survey done on the grass lot. Neighbors stated that they will have their property surveyed.
- **Commissioner Koger** stated that he would send passway easement paperwork to **Attorney Hoffman**.
- Michelle Randolph stated that she would send **Attorney Hoffman** the invoice and plat received from the city's survey.
- **Attorney Hoffman** will investigate.

-10- Adjourn

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

Vote 4 – 0 P

Meeting adjourned at **9:05 pm**

Meeting Minutes will be approved at the May 26, 2026 Meeting.



Mayor



Asst. City Clerk