

MEETING MINUTES City of Stamping Ground

Date: June 11, 2026

Place: Stampin Ground City Hall

Time: 6:00 pm est, 5:00 pm cst

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

Attorney: Joe Hoffman and Zach Osborne

City Clerk: Peggy Angel

Asst. City Clerk: Michelle Randolph

Commissioners Not Present: Ken Koger, Dale Perry arrived during the GF budget discussion. Peggy Angel left after the budget discussion. Chief Hendricks arrived during the FD budget discussion.

Minutes By: 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 Mayor Jones

-4- Assistant City Clerk Michelle Randolph called the roll.

-5- Public Concerns – Invited Guests

- A citizen asked whether a buffer zone could be established to prevent development and preserve the existing trees. She was advised to contact Planning and Zoning and was invited to come to the June 23rd meeting as Planning and Zoning will be present at that meeting.

-6- Approval of Minutes

- Approval of May 26, May 28 & June 5, 2026 Minutes.

Motion by Commissioner Meadows 2nd by Commissioner Brown to approve May 26, 2026 minutes.

Vote 3 – 0 P

Motion by Commissioner Meadows 2nd by Commissioner Brown to approve May 28, 2026 minutes.

Vote 3 – 0 P

Approval of the June 5, 2026 minutes was tabled until the next regular meeting.

-7- Budget FY 26-27 (iWorQ)

iWorQ Discussion:

- **Attorney Hoffman** reported that the contract has an initial three-year term and renews annually thereafter. Termination requires 60 days' written notice before the start of the third year or the beginning of any renewal term. The annual cost is \$2,500, no cancellation fee applies if timely notice is provided, and the vendor may increase the fee by up to 5% annually.
- The City Clerks will set a calendar reminder 120 days before the end of the third year, set up reminders in all Commissioners' emails, and maintain an Excel list of contracts and their termination dates.

Motion by Mayor Jones, 2nd by Commissioner Brown to approve the Mayor to sign the contract to use the iWorQ program for licensing processes.

Vote 3 – 0 P

Budget Discussion:

- Each department and each category were reviewed to identify potential budget reductions.
- City Clerks documented the requested budget changes for CPA to review.

The **Commission** agreed to hold a budget workshop meeting on Thursday, June 18, 2026 at 6:30pm est., 5:30pm cst.

-8- Department Reports

Police Department

Chief John Giles reported:

- Had 20 calls. Two were drug related.
- Ordered solar security cameras and a Wi-Fi extender. This would eliminate the monthly payment for Safe and Sound. It will have a 1 terabyte hard drive that will last about 90days. The cost was approximately \$700
- The parking lot will have lines painted within the next week or so, weather permitting.

Fire Department

Chief Hendricks reported:

- Had a small structure fire (outbuilding) around the time the meeting started.
- They had 11 runs. 5 in the city and 6 in the county. 4 training classes.

Attorney Briefing

Attorney Hoffman and **Attorney Osborne** reported:

Penalty for Parking, Towing and Snow Emergency

- **Attorney Osborne** drafted an amendment to our parking ordinance. He added to the ordinance that:
 - It will be unlawful for any person to stop or park any vehicle in front of any place that involves the parking of EMS, police or fire department vehicles or apparatuses or other emergency equipment involved in responding to emergency calls.
 - In areas with "City Parking" designated signage parking shall be prohibited between 11p to 5a, unless otherwise authorized by the City Commission.

- Penalties being: Handicap \$75, Blocking an alley \$15, Blocking a driveway \$15, Parking in a prohibited area \$15, Fire Lane \$15, Fire hydrant \$15, Double parking \$15, Improper parking \$15 and yellow curb \$15, Parking in a towaway zone \$15, Loading zone \$15
- **Attorney Osborne** will revise the ordinance to increase the penalty for parking in fire lanes and near hydrants to \$25 and to add towing as a penalty.

Record Retention Policy

- **Attorney Hoffman** distributed an existing KLC publication for the Commission to review and discuss later.

Grass Lot Property Line

- **Attorney Hoffman** reported that the records date to the 1930s or earlier and that he will continue researching the matter to reach a definitive conclusion.

Railroad St. Drains

- The city obtained a series of easements in 1998. **Attorney Hoffman** has copies of 13 easements and believes the city is responsible for maintaining the Railroad Street drains and should proceed to repair as soon as funds allow.
- The **Commission** approved Peggy Angel to apply for grants, provided no city funds are required, and the Mayor and Street Commissioner are consulted before doing so. Peggy Angel will consult the appropriate department Commissioner before applying for any grant affecting that department.
- **Attorney Hoffman** said he and Zach would like to review the storage-building paperwork to determine what should be kept or discarded.

Overnight Parking

- Discussed when discussing the penalties for parking.

FD Personnel Policy

- **Commissioner Meadows** stated that KLC will write our personnel policy for a cost. That is something we need to investigate to update all personnel policies. Also stated that he has a contact to start the process or ask questions. **Commissioner Perry** will reach out to the KLC contact to get a price.
- **Attorney Osborne, Commissioner Perry** and **Chief Hendricks** will soon set a date to meet and discuss the Fire Department Personnel Policy.

Public Works

Commissioner Koger reported:

City Hall / PD Building Repairs

- Tabled until the next meeting.

Streets

Commissioner Brown reported:

- The **Commission** discussed a proposed three-year snow removal contract with Hastings. No objections were raised, pending review of the contract.
- The last few street signs to be installed have arrived.
- **Commissioner Meadows** stated that Jailor Darren is willing to trim the limbs hanging over sidewalks.

Economic Development

Commissioner Meadows reported:

- There is an issue with the water pump at the park, and the electrical box needs a GFI breaker.

Motion by Commissioner Perry 2nd by Commissioner Meadows to purchase a GFI breaker for the breaker box to the water pump at the park, with a cost up to \$300.

Vote 4 – 0 P

Finance & Administration

Mayor Jones reported:

April 2026 Finances

- Table until the next regular meeting. Michelle Randolph will correct the April and May finances and resend to the Commissioners.

-9- Unfinished/Old Business

Parking Lot Lines

- Table until the next regular meeting.

KU Repeater

- Table until the next regular meeting. Attorney Osborne will follow up on the issue.

Sidewalk Repair

- Commissioner Meadows is in the process of getting a quote.

AT&T Water Tower Lease

- Table until the next regular meeting. Attorney Osborne will follow up on the issue.

PD & Employee Personnel Policy

- Discussed when discussing the FD Personnel Policy.

Old Fire Truck

- The engine is locked up. Chief Hendricks and Commissioner Meadows have been working hard to get the truck running and will continue to do so.
- Commissioner Meadows noted the truck has significant historical value and suggested a community event to seek volunteer mechanics to help repair it. He added that the cylinder head may need to be removed and that Calvin, who previously worked on the truck, has been assisting.

-10- New Business

Executive Session

Attorney Hoffman stated that an executive session was not needed at that time and then explained the fees WorldPay were requiring to fully terminate the old credit card machine and service.

Motion by Commissioner Meadows, 2nd by Commissioner Perry to approve fees to be paid to WorldPay to completely terminate the credit card service in the amount of \$784.82

Vote 4 – 0 P

-11- Announcements

- **Mayor Jones** read a note from Steven Popp thanking those who have helped keep the spring fountain operating over the years without charge and expressing his appreciation for its value to the community.
- **Commissioner Meadows** asked if both regularly scheduled monthly meetings could be held only on Thursdays to provide a consistent meeting day each week. The Commission agreed to consider the matter further at the next meeting.
- **Chief Giles** contacted the Transportation Cabinet to request relocation of the 35 mph zone on Sebree.

-12- Adjourn

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

Vote 4 – 0 P

Meeting adjourned at **9:15 pm**

Meeting Minutes will be approved at the June 23, 2026 Meeting.



Mayor



Asst. City Clerk