



**Ashland Board of Commissioners
Special Regular Meeting (COVID-19)
Thursday, June 11, 2020
12:00 PM
Commissioners' Chambers**

AGENDA

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. RECEIVE AND FILE CALL LETTER

V. RECEIVE AND FILE MINUTES

- a. *Special Regular Meeting held on May 27, 2020*
- b. *Special Called Meeting held on May 28, 2020*

VI. HEARINGS AND REPORTS

- a. *Mayor and Commissioners' Comments*
- b. *City Manager's Report*
- c. *Acceptance and filing of resignation letter of Commissioner Pat Steen*
- d. *Election to fill Commission vacancy*
- e. *Swearing in of new Commissioner*

VII. OLD BUSINESS

- a. *Second reading and final adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 1 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND BLUEGRASS RECREATION SALES AND INSTALLATION DECREASING THE CONTRACT AMOUNT BY \$1,000.00 AND EXTENDING THE CONTRACT TO JULY 30, 2020 FOR THE COMMUNITY CENTER PROJECT FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: Original Contract amount - \$68,689.04. Current change order - (\$1,000.00). Total payment to date - \$22,115.99. Total remaining following adoption of change order - \$45,573.05. Total amount spent / encumbered for Community Center project is \$ 401,375.56.

- b. *Second reading and final adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 3 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND BRISTLECON VENTURES 2, LLC D/B/A FALCON STRUCTURES EXTENDING THE CONTRACT TO JULY 31, 2020 REGARDING THE COMMUNITY CENTER PROJECT FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: No financial impact. Extending contract time only. Total spent / encumbered for Community Center project is \$ 401,375.56.

- c. *Second reading and final adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH THE SALVATION ARMY OF ASHLAND, THE SUB-RECIPIENT OF \$10,000.00 FROM THE 2019 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT-CV FUNDS.

FISCAL NOTE: Funded with 2019 CDBG-CV Allocation of \$10,000.00.

- d. *Second reading and final adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND PEOPLES INSURANCE AGENCY, LLC TO PROVIDE PROPERTY AND CASUALTY INSURANCE BROKER/AGENT PLACEMENT SERVICES FROM JULY 1, 2020 - JUNE 30, 2021 IN THE AMOUNT OF \$14,000.00 AND AUTHORIZING PAYMENT OF SAME.

FISCAL NOTE: Contract amount - \$14,000.00. Reduction of \$11,000.00 from 2019-2020 or 44% less than previous year's fee requested due to current COVID19 pandemic.

VIII. CONSENT AGENDA - Reading and adoption of a resolution adopting, authorizing and approving the course of action recommended by the City Manager on items appearing on the Consent Agenda.

1. *City Manager recommends awarding the bid for the Water Treatment Plant Filter Underdrain and Media Replacement Project to Tech Coat, Inc. for their bid in the amount of \$571,873.00 for the Department of Engineering.*

FISCAL NOTE: Total bid amount - \$571,837.00. Funds will be allocated from municipal capital improvements bond fund proceeds.

2. *City Manager recommends awarding the bid for the rental of work uniforms for a period of three (3) years to Cintas Corporation for the Departments of Public Services, Engineering, Utilities, Parks & Recreation and Code Enforcement.*

FISCAL NOTE: This is the result of the bid opening held on April 9, 2020.

3. *City Manager recommends authorizing payment of Invoice #0160384 dated May 15, 2020 in the amount of \$18,508.09 to Strand Associates, Inc. for engineering services associated with the City of Ashland Wastewater Treatment Plant Expansion and Improvement Project for the Department of Utilities.*

FISCAL NOTE: Total Contract Amount - \$535,990.00. Total paid to date - \$104,701.13. Current invoice - \$18,508.09. Remainder of contract following payment of current invoice - \$412,780.78. FY20 budget - \$300,000.00. Phase I proposal not to exceed \$535,990.00 which extends over multiple budgets. This is 100% funded with Combined Sewer Overflow surcharge.

4. *City Manager recommends authorizing payment of Invoice #2020501 dated May 21, 2020 in the amount of \$18,340.06 (Retainage) to Womack Excavating, LLC for work completed on the Community Center project for the Department of Community and Economic Development.*

FISCAL NOTE: Total Contract Amount - \$164,163.00. Total Change Orders - \$19,237.59. Total Amended Contract Amount - \$183,400.59. Total paid to date - \$165,060.53. Current invoice - \$18,340.06. Remainder of contract following payment of current invoice - \$0.00. To be paid from General Fund 603-6031-4103. Community Center spent / encumbered \$391,163.65.

5. *City Manager recommends accepting the property and casualty insurance agreements submitted for renewal this policy year with coverage effective on July 1, 2020 and approving payment for each of the insurance policies below:*

*Workers' Compensation Insurance Policy, Invoice #2562469 dated May 27, 2020 in the amount of \$113,453.28 to Kentucky Employers' Mutual Insurance
Property Insurance Policy, Invoice #P5008-2020-19726-0 dated June 4, 2020 in the amount of \$114,466.33 to Kentucky League of Cities Insurance Services
Liability Insurance Policy, Invoice #L5008-2020-19719-0 dated June 4, 2020 in the amount of \$322,720.68 to Kentucky League of Cities Insurance Services*

FISCAL NOTE: The total property and casualty insurance premium is down by \$4,330.00 or just under 1%. The total property and casualty insurance cost is down \$15,331.00 or just under 3% when the broker/agent fee reduction is added to the calculation.

6. *City Manager recommends approving the request from Post 76 Baseball, LLC to conduct the Cliff Webb Memorial 4th of July Tournament on July 2 - 5, 2020 at CP-1 in Central Park. Hours will range between 5:30 PM - 12:00 AM and requires an extension of park hours. League agrees to follow COVID19 requirements set forth by Governor Beshear.*

FISCAL NOTE: Parks would cover maintenance on fields and extension of park hours on overtime. 32 OT Hours - \$857.14

IX. NEW BUSINESS

- a. *First and second reading and final adoption of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND TECH COAT, INC. IN THE AMOUNT OF \$571,837.00 FOR THE FILTER UNDERDRAIN AND MEDIA REPLACEMENT PROJECT AT THE CITY OF ASHLAND WATER TREATMENT PLANT AND DECLARING AN EMERGENCY TO EXIST TO ALLOW TWO READINGS OF THIS ORDINANCE ON THE SAME DAY.

FISCAL NOTE: Total bid amount - \$571,837.00. Funds will be allocated from municipal capital improvements bond fund proceeds.

- b. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH THE ASHLAND CHILD DEVELOPMENT CENTER, INC., THE SUB-RECIPIENT OF \$15,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT.

FISCAL NOTE: Funds are budgeted in Plan Year 2020 CDBG Action Plan and in Proposed Fiscal Year 2021 City of Ashland Budget (July 1, 2020 - June 30, 2021)

- c. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH ASHLAND COMMUNITY KITCHEN, INC., THE SUB-RECIPIENT OF \$20,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG).

FISCAL NOTE: Funds are budgeted in Plan Year 2020 CDBG Action Plan and in Proposed Fiscal Year 2021 City of Ashland Budget (July 1, 2020 - June 30, 2021)

- d. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH THE BOYD COUNTY COUNCIL ON AGING, INC., ASHLAND SENIOR CENTER, THE SUB-RECIPIENT OF \$20,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT.

FISCAL NOTE: Funds are budgeted in Plan Year 2020 CDBG Action Plan and in Proposed Fiscal Year 2021 City of Ashland Budget (July 1, 2020 - June 30, 2021) = \$20,000.

- e. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH COMMUNITY ASSISTANCE REFERRAL SERVICE, INC. (CARES), THE SUB-RECIPIENT OF \$40,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT.

FISCAL NOTE: Funds are budgeted in Plan Year 2020 CDBG Action Plan and in Proposed Fiscal Year 2021 City of Ashland Budget (July 1, 2020 - June 30, 2021)

- f. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH HILLCREST BRUCE MISSION, THE SUB-RECIPIENT OF \$40,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT.

FISCAL NOTE: Funds are budgeted in Plan Year 2020 CDBG Action Plan and in Proposed Fiscal Year 2021 City of Ashland Budget (July 1, 2020 - June 30, 2021)

- g. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AGREEMENT WITH SHELTER OF HOPE, INC., THE SUB-RECIPIENT OF \$20,000.00 FROM THE 2020 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT.

FISCAL NOTE: Funds are budgeted in Plan Year 2020 CDBG Action Plan and in Proposed Fiscal Year 2021 City of Ashland Budget (July 1, 2020 - June 30, 2021)

h. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 4 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND BRISTLECON VENTURES 2, LLC D/B/A FALCON STRUCTURES DECREASING THE AMOUNT OF THE CONTRACT BY \$1,200.00 REGARDING THE COMMUNITY CENTER PROJECT FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: Total Contract Amount - \$110,170.00. Total Change Previous Orders - \$6,475.00. Total Contract with change orders - \$116,645. Current change order - (\$1,000.00 decrease) New contract total - \$115,445.00. Community Center spent / encumbered \$391,163.65.

i. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING ASHLAND ASSISTED HOUSING COVID19 HOUSING CHOICE VOUCHER WAIVERS AND POLICIES FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, DIVISION OF ASSISTED HOUSING (SECTION 8).

FISCAL NOTE: No fiscal impact.

j. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN AMENDMENT TO THE CITY OF ASHLAND, KENTUCKY FLEXIBLE BENEFIT PLAN AS ADOPTED BY ORDINANCE NO. 129, SERIES OF 2011, AND PREVIOUSLY AMENDED BY ORDINANCE NO. 85, SERIES OF 2012, AND ORDINANCE NO. 56, SERIES OF 2015, AS REQUIRED BY THE CARES ACT DUE TO THE CORONA VIRUS PANDEMIC (COVID-19) REINSTATING COVERAGE OF ELIGIBLE OVER-THE-COUNTER MEDICATIONS RETROACTIVE TO JANUARY 1, 2020.

FISCAL NOTE: This is a compliance change due to Federal Law change. No fiscal impact in city funds.

k. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A RATE STABILIZATION AGREEMENT BETWEEN KENTUCKY LEAGUE OF CITIES INSURANCE SERVICES AND THE CITY OF ASHLAND FOR PROPERTY AND LIABILITY INSURANCE.

FISCAL NOTE: Beginning with the fiscal year starting on July 1, 2021, and for each of the following 2 fiscal years, planning for City budgets can proceed with an added degree of certainty that rate increases will not exceed 3.0%. Any rate decreases will flow to the City and not be affected by the agreement.

l. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING STEPHEN E. GILMORE, MAYOR, TO EXECUTE A CONTRACT BETWEEN THE CITY OF ASHLAND AND CINTAS CORPORATION FOR THE RENTAL OF WORK UNIFORMS FOR A PERIOD OF THREE YEARS FOR THE DEPARTMENTS OF PUBLIC SERVICES, ENGINEERING, UTILITIES, PARKS & RECREATION, AND CODE ENFORCEMENT IN THE CITY OF ASHLAND.

FISCAL NOTE: This is the result of the bid opening on April 9, 2020.

- m. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 107, SERIES OF 2015, REGARDING THE DISCHARGE OF A TOY GUN WITHIN THE CITY OF ASHLAND TO ALLOW AN EXCEPTION FOR THE CITY OF ASHLAND CERTIFIED ANIMAL CONTROL OFFICER.

FISCAL NOTE: None

- n. *First reading and approval of an ordinance entitled:*

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 100, SERIES OF 1994, WHICH PROHIBITED THE DISCHARGE OF A FIREARM WITHIN THE CITY OF ASHLAND AND PROVIDED FOR CERTAIN EXCEPTIONS, TO ALLOW AN EXCEPTION FOR THE CITY OF ASHLAND CERTIFIED ANIMAL CONTROL OFFICER.

FISCAL NOTE: None

X. ADJOURNMENT OR RECESS