



**Ashland Board of Commissioners
Special Regular Meeting (COVID-19)
Thursday, August 13, 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. *Regular Meeting held on June 11, 2020*
- b. *Called Meeting held on June 18, 2020*
- c. *Regular Meeting held on June 25, 2020*
- d. *Called Meeting held on June 26, 2020*
- e. *Called Meeting held on July 22, 2020*

VI. HEARINGS AND REPORTS

VII. OLD BUSINESS

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING AMENDMENT NO. 1 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND ASHLAND COMMUNITY KITCHEN, THE SUB-RECIPIENT OF \$21,000.00 FROM THE 2019 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT-CV FUNDS EXTENDING THE CONTRACT 90 DAYS TO SEPTEMBER 28, 2020.

FISCAL NOTE: This contract amendment extends the contract 90 days for the \$21,000 contribution to Ashland Community Kitchen.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING AMENDMENT NO. 1 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND ASHLAND SENIOR CENTER, THE SUB-RECIPIENT OF \$11,000.00 FROM THE 2019 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT-CV FUNDS EXTENDING THE CONTRACT 123 DAYS TO OCTOBER 31, 2020.

FISCAL NOTE: This contract amendment extends the contract 123 days for the \$11,000 contribution to Ashland Senior Center.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING AMENDMENT NO. 1 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND COMMUNITY ASSISTANCE & REFERRAL SERVICE, INC. (CARES), THE SUB-RECIPIENT OF \$10,000.00 FROM THE 2019 PROGRAM YEAR COMMUNITY DEVELOPMENT BLOCK GRANT-CV FUNDS EXTENDING THE CONTRACT 90 DAYS TO SEPTEMBER 28, 2020.

FISCAL NOTE: This contract amendment extends the contract 90 days for the \$10,000 contribution to Community Assistance & Referral Service, Inc. (CARES).

- 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 A CONTRACT BETWEEN THE CITY OF ASHLAND AND TRIBUTE CONTRACTING & CONSULTANTS LLC FOR THE WATERLINE REPLACEMENT PROJECT - SIMPSON ROAD IN THE AMOUNT OF \$665,498.00 FOR THE DEPARTMENT OF UTILITIES.

FISCAL NOTE: Total bid amount for Simpson Road replacement = \$665,498.00. To be paid from \$1,000,000 in budgeted waterline repair funds. Total projects encumbered for FY 2021 = \$ 805,360.

- e. *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 A CONTRACT BETWEEN THE CITY OF ASHLAND AND WOMACK EXCAVATING, LLC FOR THE CITY OF ASHLAND POLLARD MILLS STORM DRAIN, GUTTER, CURB, SIDEWALK AND PAVING PROJECT - PHASE II IN THE AMOUNT OF \$385,061.15 FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT.

FISCAL NOTE: Pollard Mills Storm Drain Gutter, Curb, Sidewalk and Paving Project = \$385,061. This project is funded in the 2019 and 2020 CDBG Action Plans.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 5 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND DEBCON, INC. INCREASING THE CONTRACT AMOUNT BY \$3,458.00 REGARDING THE 16TH STREET PLAZA (JUDD PLAZA) RENOVATION PROJECT FOR THE DEPARTMENT OF ENGINEERING.

FISCAL NOTE: Contract Amount for 16th Street Plaza = \$1,137,000. Approved Change Orders = \$42,622. Current Change Order - \$3,458. Total Contract Amount including this change order = \$1,183,080.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ARTICLE TWENTY OF THE AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND ASHLAND CITY POLICE MEMBERS, FRATERNAL ORDER OF POLICE, ASHLAND LODGE #3, AS ADOPTED BY ORDINANCE NO. 171, SERIES OF 2018.

FISCAL NOTE: This affects 2 Police Officers and 1 Sergeant. Salary - \$3,806.00. Benefits - \$1,562.00. Total Salary and Benefits - \$5,368.00

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF TRAFFIC TECHNICIAN I/II AS A REPLACEMENT FOR THE TWO JOB DESCRIPTIONS OF TRAFFIC TECHNICIAN I AND TRAFFIC TECHNICIAN II; ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF FIELD SUPERVISOR; BOTH IN THE DEPARTMENT OF PUBLIC SERVICES, DIVISION OF STREET MAINTENANCE; ADOPTING THE REVISED JOB DESCRIPTION FOR THE POSITION OF ASSISTANT CORPORATION COUNSEL IN THE DEPARTMENT OF GENERAL GOVERNMENT, DIVISION OF LEGAL; AND AMENDING THE AUTHORIZED POSITIONS TO REFLECT SAID CHANGES OF THE "POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN" AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.

FISCAL NOTE: The Fiscal Impact of the creation of Field Supervisor position = \$ 1,914 in salary and \$607 in benefits for a total of \$ 2,521.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 2 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND GRANITE INLINER, LLC INCREASING THE CONTRACT IN THE AMOUNT OF \$121,044.98 ADDING EXTENSIVE POINT REPAIRS ON AUBURN AVENUE AND INCREASED SEWER CLEANING ON WINCHESTER AVENUE FROM 39TH STREET TO 55TH STREET FOR THE DEPARTMENT OF UTILITIES.

FISCAL NOTE: Total Contract Amount - \$525,785.00. Change Order - \$25,000.00. Revised Contract Amount - \$550,785.00. Current Change Order - \$121,044.98. Total Contract Amount following approval of this change order - \$671,829.98.

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 authorizing payment of Application for Payment No. 3 dated July 31, 2020 in the amount of \$74,440.80 to Granite Inliner, LLC for the cured in place pipe lining rehabilitation project for the Department of Engineering.*

FISCAL NOTE: Total Contract Amount - \$525,785.00. Change Order - \$25,000.00. Revised Contract Amount - \$550,785.00. Amount paid to date - \$79,819.20. Current Amount Due - \$74,440.80. Balance of contract remaining after current payment - \$396,525.00.

2. City Manager recommends authorizing payment of Invoice #0055280 dated July 31, 2020 in the amount of \$5,510.00 to GRW for services provided for bidding the Water Treatment Plant SCADA and Instrumentation Upgrade Project and Backwash Studies for the Department of Utilities.

FISCAL NOTE: Total Contract Amount - \$218,640.00. Change Order - \$32,470.00. Revised Contract Amount - \$251,110.00. Amount paid to date - \$204,577.50. Current Amount Due - \$5,510.00. Balance of contract remaining after current payment - \$41,022.50. Total Fiscal Year 2021 budget = \$3,248,655. This project is being funded by 2020 Utility Revenue Bond Funds.

3. City Manager recommends authorizing payment of Application for Payment No. 1 dated July 31, 2020 in the amount of \$100,876.50 to Orders Construction Co., Inc. for the Water Treatment Plant SCADA & Instrumentation Replacement Project for the Department of Engineering.

FISCAL NOTE: Total Contract Amount - \$3,195,800.00. Amount paid to date - \$0.00. Current Amount Due - \$100,876.50. Balance of contract remaining after current payment - \$3,094,923.50. Budget = \$ 3,248,655.

4. City Manager recommends authorizing payment of Invoice #0162296 dated July 15, 2020 in the amount of \$31,864.80 to Strand Associates, Inc. for professional engineering services associated with the Wastewater Treatment Plant Expansion and Improvement Project for the Department of Utilities.

FISCAL NOTE: Total Contract Amount - \$535,990.00. Amount paid to date - \$151,149.67. Current Amount Due - \$31,864.80. Balance of contract remaining after current payment - \$352,975.53. Phase I proposal not to exceed \$535,990.00 which extends over multiple budgets. This is funded with CSO surcharge. Fiscal Year 2021 budget = \$1,515,514.00.

5. City Manager recommends authorizing payment of Application No. 1 dated July 25, 2020 in the amount of \$147,278.70 to Tech Coat, Inc. for the Filter Underdrain and Media Replacement Project for the Department of Engineering.

FISCAL NOTE: Total Contract Amount - \$571,837.00. Change Order - \$102,860.00. Revised Contract Amount - \$674,697.00. Amount paid to date - \$0.00. Current Amount Due - \$147,278.70. Balance of contract remaining after current payment - \$527,418.30.

6. City Manager recommends authorizing the Mayor to execute the Certification of Local Approval for Nonprofit Organizations for the Shelter of Hope.

FISCAL NOTE: This grant brings funds back to the City via payroll tax and utility payments.

7. City Manager recommends authorizing a probationary appointment for the position of full-time Customer Service Representative, Grade 105, for the Department of Finance effective August 16, 2020.

FISCAL NOTE: Fiscal Year 2021 budgeted salary = \$ 25,660. Benefits = \$ 27,787. Total Salary and Benefits = \$ 53,447. This is a current part-time employee moving to full-time.

8. City Manager recommends authorizing a probationary appointment to the position of full-time Customer Service Representative, Grade 105, in the Department of Finance, contingent upon the satisfactory completion of a pre-employment physical.

FISCAL NOTE: Fiscal Year 2021 budget salary = \$ 25,660. Benefits = \$ 27,787. Total Salary and Benefits = \$ 53,447. This is a furloughed seasonal employee being hired full-time.

9. City Manager recommends authorizing a probationary appointment to the position of part-time Customer Service Representative, Grade 105, in the Department of Finance, effective August 16, 2020. This is a current employee who has previously been furloughed.

FISCAL NOTE: Salary = \$ 22,163. Benefits = \$ 26,677. Total Salary and Benefits = \$ 48,840. This is a transfer of furloughed employee from Parks Department.

10. City Manager recommends authorizing a probationary appointment to the position of Billing Clerk, Grade 108, in the Department of Finance effective August 16, 2020.

FISCAL NOTE: Fiscal Year 2021 budgeted salary = \$ 30,900. Benefits = \$ 9,799. Total Salary and Benefits = \$ 40,699. This is a Customer Service Representative who has been acting in this position for approximately one year.

11. City Manager recommends authorizing a probationary appointment to the position of Water Distribution Operation I, Grade 104, in the Department of Utilities, Division of Water Distribution, effective August 16, 2020.

FISCAL NOTE: Fiscal Year 2021 budgeted salary = \$ 24,464. Benefits = \$ 27,407. Total Salary and Benefits = \$ 51,871. This is a transfer of a furloughed employee from the Parks & Recreation Department.

12. City Manager recommends authorizing payment of Order #SO828164 dated June 9, 2020 in the amount of \$60,451.00 to Central States Bus Sales, Inc. for the purchase of a 2019 Ford 158 E350 Super Duty Cutaway for the Department of Finance.

FISCAL NOTE: Purchase of A 2019 Ford E350 Super Duty Cutaway for Ashland Bus System = \$ 60,451. 80% Federal, 10% State and 10% Local Match.

13. City Manager recommends authorizing Stephen E. Gilmore, Mayor, to execute a letter of support to the National Foundation for the Arts on behalf of the Highlands Museum and Discovery Center.

FISCAL NOTE: None.

IX. NEW BUSINESS

- a. 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 PROJECT SERVICES AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY, AND ASSURECO RISK MANAGEMENT AND REGULATORY COMPLIANCE LLC D/B/A MUNICIPAL H2O TO COMPLETE A RISK AND RESILIENCE ASSESSMENT AND DEVELOPMENT AN EMERGENCY RESPONSE PLAN FOR THE CITY'S WATER SYSTEM IN THE AMOUNT OF \$34,000.00 FOR THE DEPARTMENT OF UTILITIES.

FISCAL NOTE: Total contract amount \$34,000.00. This is a requirement by the Environmental Protection Agency and is budgeted.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND APPROVING CHANGE ORDER NO. 6 BETWEEN THE CITY OF ASHLAND, KENTUCKY AND DEBCON, INC. INCREASING THE CONTRACT AMOUNT BY \$54,162.00 AND 28 CALENDAR DAYS REGARDING THE 16TH STREET PLAZA (JUDD PLAZA) RENOVATION PROJECT FOR THE DEPARTMENT OF ENGINEERING.

FISCAL NOTE: Contract Amount for 16th Street Plaza = \$1,137,000. Approved Change Orders = \$46,080.00. Current Change Order - \$54,162.00. Total Contract Amount including this change order = \$1,237,242.00. Streetscape Budget (Capital Purchase Improvement Fund - \$1,350,000.00) Community Trust Bank contribution - \$30,000.00.

- 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 A SCHOOL RESOURCE OFFICER AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND THE ASHLAND INDEPENDENT SCHOOL DISTRICT BOARD OF EDUCATION FOR THE TERM JULY 1, 2020 TO JUNE 30, 2021.

FISCAL NOTE: School Resource Officers reimbursed at 50% of their salary by the school system. Salary - \$81,194.00. Reimbursement approximately \$40,597.00.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING THE AUTHORIZED POSITIONS LIST OF THE "POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN" AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.

FISCAL NOTE: The addition of maintenance worker for Ashland Bus System Salary = \$ 33,436 & Benefits = \$ 30,253. Salary & Benefits = \$ 63,689. Change reflected in FY 2021 budget and is 100% funded by Federal Transit Administration grant funding.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, PROHIBITING THE OPERATION OF GOLF CARTS, UTILITY VEHICLES AND ALL-TERRAIN VEHICLES ON ALL PUBLIC ROADWAYS, STREETS, OR HIGHWAYS WITHIN THE CITY OF ASHLAND.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, RENAMING JUDD PLAZA LOCATED AT THE CORNER OF 16TH STREET (FORMERLY BROADWAY) AND WINCHESTER AVENUE AS BROADWAY SQUARE AND REPEALING ORDINANCE NO. 140, SERIES OF 1990.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, NAMING THE AREA LOCATED BETWEEN 13TH STREET AND 18TH STREET AND FROM GREENUP AVENUE TO CARTER AVENUE "THE DISTRICT" AS RECOMMENDED BY DESTINATION ASHLAND.

FISCAL NOTE: Minimal fiscal impact.

- h. *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 BETWEEN THE CITY OF ASHLAND AND KENTUCKY POWER COMPANY REGARDING THE LEASING OF PARKING SPACES ON THE WEST SIDE OF 17TH STREET BETWEEN WINCHESTER AVENUE AND THE ALLEY RUNNING PARALLEL TO WINCHESTER AVENUE AND GREENUP AVENUE FROM 16TH STREET TO 17TH STREET.

FISCAL NOTE: Annual parking fee revenue for the leasing of parking spaces to Kentucky Power = \$3,840.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 55, SERIES OF 2009, PREVIOUSLY AMENDED BY ORDINANCE NO. 45, SERIES OF 2010, ORDINANCE NO. 77, SERIES OF 2014, ORDINANCE NO. 81, SERIES OF 2018, AND ORDINANCE NO. 10, SERIES OF 2020, COMMONLY KNOWN AND REFERRED TO AS THE LOADING ZONE ORDINANCE AMENDING THE LEGAL DESCRIPTION OF THE LOADING ZONE LOCATED IN THE 1500 BLOCK OF CARTER AVENUE.

FISCAL NOTE: Minimal fiscal impact.

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

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, DESIGNATING A HANDICAP PARKING SPACE ON THE NORTH SIDE OF CARTER AVENUE IN THE 1500 BLOCK AT THE INTERSECTION OF CARTER AVENUE AND 16TH STREET; AND PROVIDING A PENALTY FOR THE VIOLATION OF THIS ORDINANCE.

FISCAL NOTE: Minimal fiscal impact.

- k. *Reading and adoption of a municipal order entitled:*

A MUNICIPAL ORDER OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND THE CITY OF FLATWOODS, KENTUCKY AUTHORIZING ASHLAND AND FLATWOODS' POLICE OFFICERS TO EXERCISE THEIR POWERS THROUGHOUT BOTH CITIES IN ORDER TO COMBAT ILLEGAL ACTIVITY.

FISCAL NOTE: This is an interlocal agreement between police agencies and has minimal financial impact.

1. *Reading and adoption of a municipal order entitled:*

A MUNICIPAL ORDER OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING STEPHEN E. GILMORE, MAYOR, TO EXECUTE AN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND THE GREENUP COUNTY FISCAL COURT ON BEHALF OF THE GREENUP COUNTY SHERIFF'S OFFICE AUTHORIZING ASHLAND OFFICERS AND GREENUP COUNTY DEPUTIES TO EXERCISE THEIR POWERS THROUGHOUT BOTH ASHLAND AND GREENUP COUNTY IN ORDER TO COMBAT ILLEGAL ACTIVITY.

FISCAL NOTE: This is an interlocal agreement and has minimal financial impact.

X. ADJOURNMENT OR RECESS