

**CITY OF CARROLLTON  
COUNCIL MEETING  
CITY HALL**

**JULY 8, 2019  
7:00 P.M.**

**PRESENT**

**MAYOR: ROBB ADAMS**

**COUNCIL: KEVIN CRAIG  
MIKE GORDON  
DWIGHT LOUDEN  
JEFF DICKOW  
DOUG HILL**

**TEEN COUNCIL: ANGEL KELLY  
OLIVIA BREEDEN**

**ATTORNEY FOR CITY: JAKE THOMPSON**

**CITY CLERK-TREASURER: MELINDA WRIGHT-MOORE**

**FIRE CHIEF: MIKE TERRELL**

**CARROLLTON UTILITIES: BILL OSBORNE**

**CODE ENFORCEMENT: JOHN WELCH**

**CCDC DIRECTOR: SHELBY MILES**

**MAIN ST. DIRECTOR: SAM BURGESS**

**TOURISM: MISTY WHEELER**

**ASSISTANT POLICE CHIEF: TIM MITCHELL**

**PRESS: JEFF MOORE/ THE NEWS DEMOCRAT  
LOGAN KUNSELMAN/ THE NEWS DEMOCRAT**

**ABSENT: COUNCILWOMAN ANN DEATHERAGE  
PUBLIC WORKS SUPV RON KNIGHT  
POLICE CHIEF MIKE WILLHOITE**

**CALL TO ORDER:**

THE MEETING WAS CALLED TO ORDER AT THE HOUR OF 7:03 P.M. BY MAYOR ADAMS. MAYOR ADAMS LED THE PLEDGE OF ALLEGIANCE. COUNCILMAN LOUDEN OFFERED THE INVOCATION.

**RECOGNITION OF GUESTS:**

ALLIE SIMMONS  
PAT BAKER- HOUSING AUTHORITY DIRECTOR  
ED JAMES, ATTORNEY FOR CARROLLTON UTILITIES

**APPROVAL OF MINUTES: REGULAR MEETING: 06/24/2019**

THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN HILL AND DULY CARRIED TO ACCEPT THE MINUTES AS PRESENTED FOR THE REGULAR MEETING OF 06/24/2019.

**AYES 5 NAYS 0**

**RESOLUTION #2019-13: AUTHORIZING MAYOR TO RENEW INTERLOCAL AGREEMENT TO PROVIDE FOR CITY AND COUNTY WIDE E-911 DISPATCH SERVICES**

ATTORNEY FOR THE CITY, JAKE THOMPSON, READ THE RESOLUTION.

**THE MOTION WAS MADE BY COUNCILMAN DICKOW AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO ADOPT RESOLUTION #2019-13: AUTHORIZING MAYOR TO RENEW INTERLOCAL AGREEMENT TO PROVIDE FOR CITY AND COUNTY WIDE E-911 DISPATCH SERVICES**

**AYES                      5                      NAYS                      0**

**MUNICIPAL ORDER#2019-03: UPDATING POLICIES AND PROCEDURES**

ATTORNEY FOR THE CITY, JAKE THOMPSON, READ MUNICIPAL ORDER #2019-03.

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO ADOPT MUNICIPAL ORDER 2019-03: UPDATING POLICIES AND PROCEDURES.**

**AYES                      5                      NAYS                      0**

**DISCUSSION OF KIOSK PROJECT**

MAYOR ADAMS SAID A FEW MONTHS AGO SAM BURGESS, MAIN STREET DIRECTOR, APPROACHED THE CITY COUNCIL, CHAMBER OF COMMERCE, AND TOURISM ABOUT PURCHASING A KIOSK TO DISPLAY EVENTS TOTALING \$12,000. EACH BUSINESS WOULD PURCHASE A SIDE OF THE KIOSK FOR \$3,000. MAYOR ADAMS ASKED COUNCIL IF THEY WOULD LIKE TO PARTNER WITH THE MAIN STREET PROGRAM IN PURCHASING ONE SIDE OF THE KIOSK FOR \$3,000.

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN LOUDEN AND DULY CARRIED TO ACCEPT THE PARTNERSHIP WITH THE MAIN STREET PROGRAM IN PURCHASING ONE SIDE OF THE KIOSK FOR \$3,000.**

**AYES                      5                      NAYS                      0**

**UNFINISHED BUSINESS**

**SECURITY SYSTEM AT 3RD STREET BUILDING**

MAYOR ADAMS SAID THE ALARM SYSTEM COMPANY, ADS SECURITY, AT THE 3<sup>rd</sup> STREET BUILDING IS NOT WORKING OUT. THE COMPANY EMAILED A CONTRACT FOR THE CITY TO REVIEW AND SIGN. AFTER REVIEWING THE CONTRACT JAKE THOMPSON, CITY ATTORNEY, RECOMMENDED TO CROSS OUT ONE SECTION OF THE CONTRACT BEFORE SIGNING. MAYOR ADAMS STRIKETHROUGH THE SECTION AND EMAILED THE CONTRACT BACK TO ADS. AFTER SEVERAL FOLLOW UP PHONE CALLS REGARDING THE REVISION TO THE CONTRACT NO ONE COULD TELL MAYOR ADAMS IF ADS WOULD EXCEPT THE DOCUMENT. MAYOR ADAMS RECOMMENDED THAT THE CITY SHOULD CUT TIES WITH ADS SECURITY.

**THE MOTION WAS MADE BY COUNCILMAN CRAIG AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO CUT TIES WITH ADS SECURITY.**

**AYES                      5                      NAYS                      0**

**ASPHALT HOTBOX**

MAYOR ADAMS GAVE AN UPDATE ON THE ASPHALT HOTBOX. THE SALES REPRESENTATIVE HAS RECEIVED THE INVOICE FROM THE CITY TO ISSUES A REFUND CHECK. THE SALES REPRESENTATIVE HAS ARRANGE FOR SOMEONE TO COME GET THE HOTBOX AFTER THE 4<sup>th</sup> OF JULY AND WILL BRING THE REFUND CHECK WITH THEM.

**NEW BUSINESS**

**CD'S**

MAYOR ADAMS SAID OVER THE LAST MONTH AND HALF WE HAVE BE CASHING THE REMAINING TEN-\$10,000 CD'S AND DEPOSITING INTO THE SAVINGS ACCOUNT TO GET THE FINAL CDAR. BY THE JULY 22<sup>nd</sup> MEETING MAYOR ADAMS SHOULD HAVE THE INTEREST RATE AMOUNT.

**POLICE CRUISER**

MAYOR ADAMS SAID THE POLICE DEPARTMENT IS STILL NEEDING ONE MORE CRUISER AND COUNCILMAN LOUDEN HAS A SOLUTION. COUNCILMAN LOUDEN SUGGESTED BUYING A NEW VEHICLE WITHOUT A POLICE PACKAGE TO LOWER THE COST OF THE VEHICLE. TIM MITCHELL, ASSISTANT POLICE CHIEF, SAID A 2019 FORD EXPLORER IS AROUND \$29,000 AND A 2020 FORD EXPLORER IS AROUND \$32,000. MAYOR ADAMS RECOMMENDED THAT COUNCIL SHOULD APPROVE A DOLLAR AMOUNT UP TO \$29,999 TO PURCHASE A NEW FORD EXPLORER.

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO APPROVE A DOLLAR AMOUNT UP TO \$29,999 TO PURCHASE A NEW FORD EXPLORER.**

AYES    5    NAYS    0

**SPAY AND NEUTER FUND**

MAYOR ADAMS SAID HE WAS APPROACHED BY THE COUNTY JUDGE, SHORTY TOMLINSON, ABOUT THE CAT PROBLEM WITHIN THE CITY LIMITS OF CARROLLTON. MR. TOMLINSON ASKED IF THE CITY WOULD BE INTERESTED IN STARTING A SPAY AND NEUTER FUND AND EACH ENTITY COULD EQUALLY CONTRIBUTE TO THE FUND. MAYOR ADAMS RECOMMENDED THAT THE CITY SHOULD CONSIDER CONTRIBUTING \$3,000 - \$4,000 TO THE SPAY AND NEUTER FUND.

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO AGREE TO MATCH THE DOLLAR AMOUNT THE FISCAL COURT CONTRIBUTES FROM THEIR GENERAL FUND UP TO \$4,000.**

AYES    5    NAYS    0

**CAMPGROUND WI-FI**

COUNCILMAN GORDON SAID THE CAMPGROUND WI-FI NEEDS TO BE UPGRADED. COUNCILMAN GORDON HAS A QUOTE FROM WARFIELD TECHNOLOGY IN THE AMOUNT OF \$3,195.34 TO REPLACE THE WI-FI EQUIPMENT AT THE CAMPGROUND.

**THE MOTION WAS MADE BY COUNCILMAN CRAIG AND SECONDED BY COUNCILMAN LOUDEN AND DULY CARRIED TO ACCEPT THE QUOTE OF \$3,195.34 TO REPLACE THE WI-FI EQUIPMENT AT THE CAMPGROUND FROM WARFIELD TECHNOLOGY.**

AYES 5 NAYS 0

**12 SERVICEBERRY TREES**

COUNCILMAN GORDON SAID THE 12 SERVICEBERRY TREES AROUND THE COURTHOUSE NEED TO HAVE AGGRESSIVE DIAMETER REDUCTION DONE. COUNCILMAN GORDON HAS A QUOTE FROM PIKE'S TREE CARE IN THE AMOUNT OF \$3,000 TO HAVE THE 12 SERVICEBERRY TREES PRUNED.

**THE MOTION WAS MADE BY COUNCILMAN DICKOW AND SECONDED BY COUNCILMAN HILL AND DULY CARRIED TO ACCEPT THE QUOTE OF \$3,000 TO HAVE AGGRESSIVE DIAMETER REDUCTION DONE TO 12 SERVICEBERRY TREES AROUND THE COURTHOUSE FROM PIKE'S TREE CARE.**

AYES 5 NAYS 0

**TREE MAINTENANCE ALONG THE STREETS**

COUNCILMAN GORDON SAID THE TREES WITHIN THE CITY LIMITS OF CARROLLTON ALONG THE STREETS NEED TO BE CUT BACK TO ALLOW 15-18 FEET OF STREET CLEARANCE. TREES AROUND PARKING SPACES NEED TO BE CUT BACK TO 8-10 FEET TO MAINTAIN SHADE ON PARKED CARS. COUNCILMAN GORDON HAS A QUOTE FROM PIKE'S TREE CARE IN THE AMOUNT OF \$6,000 TO HAVE TREE MAINTENANCE DONE WITHIN THE CITY LIMITS OF CARROLLTON.

**THE MOTION WAS MADE BY COUNCILMAN DICKOW AND SECONDED BY COUNCILMAN LOUDEN AND DULY CARRIED TO ACCEPT THE QUOTE OF \$6,000 TO HAVE TREE MAINTENANCE DONE WITHIN THE CITY LIMITS OF CARROLLTON FROM PIKE'S TREE CARE.**

AYES 5 NAYS 0

**STREET OPENINGS PERMIT**

THERE WAS SOME DISCUSSION ON RAISING THE MINIMUM FEE OF \$300 TO \$500 FOR STREET OPENING PERMITS AND ON WHAT MATERIAL SHOULD BE USED TO REPAIR THE STREET. MAYOR ADAMS SAID HE NEEDED TO TALK WITH RON KNIGHT, PUBLIC WORKS SUPERVISOR, SOME MORE ON THIS MATTER AND CONTINUE THIS DISCUSSION ON THE STREET OPENING PERMITS AT JULY 22<sup>nd</sup> MEETING.

**DEPARTMENT REPORTS:**

**A. TEEN COUNCIL** – OLIVIA BREEDEN AND ANGEL KELLY HAD NOTHING TO REPORT.

**B. PUBLIC WORKS** – RON KNIGHT, PUBLIC WORKS SUPERVISOR, WAS NOT PRESENT.

**C. UTILITIES** – BILL OSBORNE, UTILITIES SUPERVISOR, SAID THEIR INSURANCE PREMIUM HAS DROPPED BY 4% OVER LAST YEAR. RECENTLY WATER TESTING WAS DONE BY THE EPA. THE PERFORMED TESTING OF THE WATER WAS FOR NEW CONCERNS PFAS OR PFOS AND NONE WAS DETECTED. WORK HAS BEGAN ON THE MAINS PROJECT BY REPLACING SMALL DIAMETER LINES ON THE EAST END OF MAIN STREET.

**D. CCCDC** – SHELBY MILES, CCCDC DIRECTOR, SAID LAST WEEK TIM MITCHELL, ASSISTANT POLICE CHIEF, INFORMED HIM THE CITY WAS APPROVED FOR THE CAD GRANT IN THE AMOUNT OF \$93,727.90.

**E. TOURISM** – MISTY WHEELER, TOURISM DIRECTOR, SAID THE NORTHERN KENTUCKY RIVER REGION IS MAKING A PROMOTIONAL VIDEO AND MAY INCLUDE POINT PARK AND TWO RIVERS CAMPGROUND. KR255 KENTUCKY RIVER PADDLE RACE IS SATURDAY, SEPTEMBER 21<sup>st</sup>. THE KENTUCKY STATE FAIR IS AUGUST 15<sup>th</sup> THROUGH AUGUST 26<sup>th</sup>. BANDS & BBQ IS SEPTEMBER 13<sup>th</sup> & 14<sup>th</sup>.

**F. POLICE DEPARTMENT** – TIM MITCHELL, ASSISTANT POLICE CHIEF, SAID DARRIUS TAYLOR HAS COMPLETED HIS FTO PROGRAM AND IS ON HIS OWN. DISPATCH STILL HAS TWO VACANT SPOTS TO FILL. THE CITY WAS NOT APPROVED FOR THE GSI GRANT DUE TO DELAYED FUNDING.

**G. FIRE DEPARTMENT** – MIKE TERRELL, FIRE CHIEF, SAID JUNE WAS BUSY WITH 19 FIRE RUNS. ON JULY 30<sup>th</sup> PMC IS SPONSORING A BLOOD DRIVE AT THE RELEVANT CHURCH FROM 2:00 P.M. UNTIL 7:00 P.M.

**H. CODE ENFORCEMENT** – JOHN WELCH SAID HE INSPECTED 422 MAIN STREET WHERE THE NEW RESTAURANT IS GOING . HE DETERMINED THE PROPERTY WAS IN VIOLATION OF THE CITY ZONING CODE WHICH RESTRICTS THE USE OF THE GROUND FLOOR OF ANY BUILDING WITHIN THE C-1 DISTRICT FOR ANYTHING OTHER THAN THE PRIMARY COMMERCIAL USE(S). SECONDARY USES SUCH AS RESIDENTIAL ARE ALLOWED ON THE SECOND, THIRD ETC FLOORS OF A BUILDING. MR. WELCH RECOMMENDS THAT THE RESIDENTIAL APARTMENT LOCATED AT THE REAR OF THE FIRST FLOOR SHOULD BE ELIMINATED.

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO ELIMINATE THE RESIDENTIAL APARTMENT LOCATED AT THE REAR OF THE FIRST FLOOR AT 422 MAIN STREET.**

**AYES                      5                      NAYS                      0**

MR. WELCH REPORTED THE CODE ENFORCEMENT BOARD HAS TWO RECOMMENDATIONS FROM TODAY'S MEETING TO ABATE PROPERTIES WITHIN THE CITY.

PROPERTY AT 1011 7<sup>th</sup> STREET WAS CITED FOR OVERGROWN GRASS AND WEEDS.

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN HILL AND DULY CARRIED TO ACCEPT THE CODE ENFORCEMENT BOARD'S RECOMMENDATIONS FOR ABATEMENT OF 1011 7<sup>th</sup> STREET.**

**AYES                      5                      NAYS                      0**

PROPERTY AT 1301 SCHUERMAN AVE WAS CITED FOR JUNK, SCRAP METAL, AND MOTOR VEHICLES.

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN HILL AND DULY CARRIED TO ACCEPT THE CODE ENFORCEMENT BOARD'S RECOMMENDATIONS FOR ABATEMENT OF 1301 SCHUERMAN AVE.**

**AYES                      5                      NAYS                      0**

**I. CLERK –TREASURER** – NOTHING TO REPORT.

**J. MAIN STREET** – SAM BURGESS SAID JULY'S FIRST FRIDAY HAD A GOOD TURNOUT. THE WATERMELON MANIA EVENT WILL BE AT AUGUST'S FIRST FRIDAY IF YOU WOULD LIKE TO PARTICIPATE PLEASE SIGN UP WITH DEBORAH GARRETT.

**K. ATTORNEY** - JAKE THOMPSON HAD NOTHING TO REPORT.

**MAYOR'S REPORTS**

**SENIOR CITIZEN HOMEOWNER GRANT**

MAYOR ADAMS SAID THAT THE NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT IS WORKING ON A GRANT FOR CARROLL AND OWEN COUNTY TO HELP SENIOR CITIZEN HOMEOWNERS REPAIR THEIR HOMES.

**STREET SWEEPER**

THE STREET SWEEPER HAS BEEN ORDER AND WILL BE DELIVERED THE THIRD WEEK OF JULY.

**GOLF CARTS**

MAYOR ADAMS HAS ASKED THE POLICE DEPARTMENT TO START ENFORCING THE GOLF CART ORDINANCE. HE WANTS THE POLICE DEPARTMENT TO START GIVING WARNINGS TO THE VIOLATORS.

**EXECUTIVE SESSION: PER KRS 61.810(C):PROPERTY ACQUISITION/DISPOSITION/LITIGATION**

THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO GO INTO EXECUTIVE SESSION TO DISCUSS PROPOSED OR PENDING LITIGATION AGAINST OR ON BEHALF OF THE CITY AND POTENTIAL ACQUISITION OR DISPOSITION OF PROPERTY PURSUANT TO KRS 61.810(1)(C) BECAUSE OF ATTORNEY CLIENT PRIVILEGE AT THE HOUR OF 8:37 P.M.

AYES 5 NAYS 0

BILL OSBORNE, SHELBY MILES, ED JAMES, AND BILL WELTY WERE CALLED IN TO THE EXECUTIVE SESSION AT 8:37 P.M.

THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO COME OUT OF EXECUTIVE SESSION AT THE HOUR OF 9:33 P.M.

AYES 5 NAYS 0

NO ACTION WAS TAKEN AT THIS TIME.

**APPROVAL OF FINANCIAL STATEMENT**

THE MOTION WAS MADE BY COUNCILMAN DICKOW AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO APPROVE THE FINANCIAL STATEMENT.

AYES 5 NAYS 0

**APPROVAL OF ACCOUNTS PAID/PAYABLE 06/26/19-07/09/19**

THE MOTION WAS MADE BY COUNCILMAN DICKOW AND SECONDED BY COUNCILMAN HILL AND DULY CARRIED TO APPROVE THE ACCOUNTS PAID/PAYABLE 06/26/19 THROUGH 07/09/19.

AYES 5 NAYS 0

**COMMENTS:**

**COUNCILMAN DICKOW:** SAID HE WANTED TO THANK EVERYONE WHO HELPED WITH THE 4<sup>th</sup> OF JULY CELEBRATION.

**COUNCILMAN CRAIG:** SAID HE WOULD ALSO LIKE TO THANK EVERYONE WHO HELPED WITH THE 4<sup>th</sup> OF JULY CELEBRATION.

**ADJOURNMENT**

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO STAND IN ADJOURNMENT AT THE HOUR OF 9:35 P.M.**

**AYES                      5                      NAYS                      0**

**ATTEST:**

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**ROBB W. ADAMS,  
MAYOR**

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**MELINDA WRIGHT-MOORE,  
CLERK-TREASURER**