

**CITY OF SHEPHERDSVILLE
REGULAR COUNCIL MEETING MINUTES
MONDAY, September 8, 2014**

Councilwoman Dana Bischoff James gave the invocation
Pledge of Allegiance was recited
Mayor Ellis called the meeting to order at 6:31 p.m.

Council members present: Bernie Brown, Jose' Cubero, Dana Bischoff James, Faith Portman, Clinton Kline and Gloria Taft.

Mayor Ellis asked for a motion to dispense with the reading of the minutes from the 8/25/2014 regular meeting. Dana Bischoff James made motion to dispense with reading. Bernie Brown 2nd. Motion carried 4-0-2 abstained.

Mayor Ellis asked for a motion to approve minutes as written from the 8/25/2014 regular meeting. Dana Bischoff James made motion to approve 8/25/2014 minutes as written. Jose' Cubero 2nd. Motion carried 4-0-2 abstained.

Old Business:

Mayor Ellis called Rob Campbell, with Qk4 to the podium to have further discussion on the sewer projects discussed at the last meeting—the Highway 44 and West Blue Lick lines. Rob Campbell: Thank you Mayor. I've got two pages coming around to everybody that are the fee estimate that the Mayor and Scott Fleming have reviewed and we're bringing them before you today for a motion to approve to move forward with signing the contract to do the work. I didn't have anybody call me since the last Council meeting so I want to make sure and answer any questions if anybody just didn't get a chance to give me a call. Just to rehash, for Clinton and Gloria weren't here; we've got two projects here that are both proactive projects to eliminate a problem that's not causing overflows at this time but will disable the City from accepting any future development and certainly will be a problem if any future development is accepted. The purpose of the project is to eliminate the undersized sewer on 44 and eliminate the pump station at Blue Lick. Bernie Brown: Rob, this is the estimate for engineering, \$66,000 roughly. Is that included in that estimated \$700,000 that you talked about before or is this in addition to it? Rob Campbell: This is included. The \$700,000 again, like I said last time, is highly preliminary because we don't have any final design plans, we haven't had those conversations with the Transportation Cabinet about any particular details they are going to want so we've added contingency into our original estimate that's bumped that up to \$700,000 and we hope we stay inside of that. The other thing that is out there that you can't control is the bidding atmosphere; there is a lot of work on the street so we'll have to work hard to communicate with the contractors as we're designing it to minimize risk for them so we can get the bids down. Clinton Kline: Was a time frame for completing the project discussed? Rob Campbell: There was some discussion about that and we'd like to see it in construction as soon as possible given the circumstances of the one thing we can't control is how the discussions with the Transportation Cabinet go in terms of what they are going to require and timing constraints they have. The other thing we brought up is included in this fee is the coordination necessary with not only the Cabinet, but Police, Fire and Schools so we can have those discussions with them which also could impact the schedule. Jose' Cubero: What was the estimate for completion, 6-7 months? Rob Campbell: That's what we're thinking. Gloria Taft: It says here construction six months. Rob Campbell: Six months for duration if all goes well. It's one of those projects; they are small enough that you're afraid to give a specific time frame because just a little bit of coordination snafu could put it back two or three months. Gloria Taft: What about the problems we're having right now with traffic because of 65? I see in the notes from last meeting it was addressed a little bit but how are we going to coordinate with that because Shepherdsville is already pretty inundated with traffic. Mayor Ellis: You have the construction project for 65 that is supposed to be over in December and this project won't even come up until more than likely the first of the year. It's going to take that long to get the bid process and design. Rob Campbell: I would agree with that. Mayor Ellis: I think you'll miss each other on those two projects. Rob Campbell: I

think the Cabinet would also have the same concern to be honest. They wouldn't want to see them going at the same time. Clinton Kline: Bob, about how much money do we have in our Reserve Fund for doing things like this? Bob Ryan: Over \$600,000. There's two; one that we're putting \$15,000 in to a month and that one is up to about \$165,000 now and there was one set out at Stock Yards Bank that had a little over \$500,000 in it. Mayor Ellis: Then you have the \$500,000 that is the Poe money as well. Clinton Kline: So we're probably closer to \$1.2. So if it runs over 10% on engineering we're looking at \$850,000. Rob Campbell: I think we've been conservative with the \$700,000. We tried intentionally to throw a contingency in there that we thought we should be able to land inside of because of some of the things we can't control out there in the bidding atmosphere right now. They are pretty flush with work right now. Clinton Kline: The one concern I have in looking at the cost saving of eliminating that pump station; there were more spent on repairs on the one we're eliminating than electricity. Is that capacity where we're sending it to going to cause more repairs there or is it just because this is an older station? Chuck Keith: Just normal wear and tear on the station. I can't remember when it was put it but it is an old station. We're there every day right now. We're updating stuff on it but its daily maintenance at that station. We've got a couple like that one. Rob Campbell: Chuck is there anything that you all have done to it that you'll be able to capture? Chuck Keith: Everything we've done to it we'll be able to reuse. Another thing this line does it gets rid of all the terra cotta. If we go through with this, everything up there will be plastic which stops our I&I. There are several good reasons why we need it. The Poe money, from my understanding, we to take care of Blue Lick, and this goes along, of course we aren't under an Agreed Order anymore, but we're still supposed to find problems and fix them. It goes along with continuing to do what they asked us to do. It's something that needs to be done. We've got the money now and the longer you put it off the more expensive it gets, just like anything else. Rob Campbell: With pump stations, anytime you have a chance to eliminate a pump station you want to get rid of them; because it's a forever cost that you get rid of. Dana Bischoff James: Mr. Keith, are there any other projects that we need to be aware of like futuristic outside of this? Chuck Keith: There is going to be some stuff come up at the Plant we need to do. We're getting designs now for two new digesters (sludge holding tanks) whichever you prefer to call them which we need really bad. But that's about it. Bernie Brown: How much we talking about? Chuck Keith: I haven't got the cost on it yet but I should have it within the next week. Jose' Cubero: Did you say there was another pump station too with the similar kind of maintenance issues? Did you mention there was another one like that? Chuck Keith: Actually we've got two or three we check out daily. Even though we've got SCADA that reports to us we still go by them every day to make sure that everything is right with them. The one station, Dogwood, which we're updating; we're done the electric panel on it, we want to update to bigger pumps in that; it's one of our issues with I&I. Dogwood and Kates Landing we're having a little trouble with. Another think I want to make clear to you all, on these updates we're doing we're putting everything the same instead of having 300 different kinds of parts; the control panels will all be the same. We'll be able to interchange starters, and on the pumps, we're getting those the same, different impellers but we can change them out. We're making everything where we can use in more places where we don't have to spend as much money on parts. Dana Bischoff James made motion to accept. Clinton Kline 2nd. Motion carried 6-0.

City Attorney Wantland had second reading of Ordinance 014-(number to be assigned) amending the City of Shepherdsville, Bullitt County, Kentucky Annual Budget for Fiscal Year July 1, 2013 through June 30, 2014 by estimating revenues and resources and appropriating funds for the operation of City Government. Jose' Cubero made motion to accept. Faith Portman: Why are we voting on this again? What's the purpose? Mayor Ellis: Because this is the Amended budget from last year. City Attorney Wantland: This is what you actually spent. Gloria Taft 2nd. Motion carried 4-0-2.

City Attorney Wantland had second reading of Ordinance 014-(number to be assigned) relating to the creation of the employee position of Computer Systems Specialist. Faith Portman: I wanted to make a motion before we read this. I think it's a great idea to do this I really do but I think we need to table it and make a motion to put bids out. Officer Patchin worked really hard on this and I don't want to burst his bubble but he actually kind of agreed when I met with him that maybe it should have been put out for bids in the beginning to see what the cost would be to have somebody come in other than Geek Squad because they're outrageous so that's my thoughts on it. Clinton Kline: What is your motion? Faith Portman: To table this and put it out for bid. Clinton Kline 2nd. Jose' Cubero: To bid out for the service? Why don't we want to

have it internally? That was one of the proposals. Faith Portman: You're talking another \$1,000 for the next cycle and then that person to get a raise when everybody else gets a raise and if they get married. Clinton Kline: It leaves every Administration to make a tough choice to terminate somebody by buckling the City down and I'd like to see what the competitors offer. Dana Bischoff James: I would think that we need a stable person to do IT. Faith Portman: They are stable people, they are bonded and everything. They're insured. Dana Bischoff James: They are also dealing with information that's sensitive. Faith Portman: They have been for several years now. Jose' Cubero: That hasn't always worked to our benefit. They're not first on the list. Our person internally would be first on our list. They take ownership to actually administer the service. Faith Portman: That's another over \$100,000 a year that you're going to pay out. Dana Bischoff James: But we're spending over that now. Faith Portman: Not really if you figure it. Jose' Cubero: Officer Patchin would you come up please? I don't have numbers in front of me and I know when we talked that was a big part of this. Dan Patchin: I don't have numbers with me either. (Faith gave Dan her copy of the numbers.) Faith Portman: Dan has worked really hard on this and I think he could be the person to write the ad. He's so in tune with this. I personally think that we need to look at bids first. Jose' Cubero: I'm looking at your face here and somehow between what she's saying and your look on your face, what is that? Dan Patchin: I have no doubt that I could probably but something out for bid. I would need obviously to talk to other Departments about what their projects are. Jose' Cubero: This is a person who reports directly to the Mayor, is that correct? Mayor Ellis: Yes. Gloria Taft: I called four different companies in the area that do this sort of work and one of them said absolutely not, would not touch us simply because it's too big for the company that they have. One place didn't call me back. One place said \$225 per hour-30 hour a week-six month minimum to even attempt to bid the project. And one company said that they would need a whole lot more information from me before they could give a real good bid but their normal charges are \$100 an hour at a ten hour block. Faith Portman: But if you have a contract with somebody. Gloria Taft: That's their contract pricing. If we were to sign a contract buying x amount of hours from them it's going to be \$100 an hour. Faith Portman: I made a motion that we table it and put it out for bids. Mayor Ellis: I have a motion and a second. Bernie Brown: Has there ever been an attempt made to competitively bid? All we have to go by right now is what Louisville Geek has charged for the last couple years or so. We don't have any other information to go by. Gloria Taft: I just told you what they said. I called them. I just told you what they told me. Bernie Brown: I know that but that doesn't equate to advertising competitively in the paper. Gloria Taft: True. Bernie Brown: That's as far as I need to go on that. Faith Portman: Does anybody have questions for Dan because he did come up here. Jose' Cubero: I guess my question is when we talked and you discussed this to everybody about this the advantages were that the speed of the service, obviously we wouldn't be slotted once we made a phone call to Geek Squad versus the fact that our person in on duty at all times; we actually have the idea of ownership. If you've got somebody working within the City taking care of our equipment it's going to be taken care of but I think more preventive maintenance things could be involved in that. There are cost savings in that and then we talked about the numbers that were being spent for this. Faith Portman: You're not going to spend that kind of money every year. Jose' Cubero: Obviously we do spend it. Faith Portman: How do you project you're going to spend that same amount of money? Jose' Cubero: We're budgeting for it now. Faith Portman: There were upgrades and this and that, how are you going to spend the same amount. Dana Bischoff James: We live in an information society. Jose' Cubero: It's only going to get bigger and bigger as far as what we do. Faith Portman: That's like the website, we talked about the website. We have a teacher at our school that does it and we have an outstanding website. If there is somebody here in the office that can do that. Dana Bischoff James: The website is different. Faith Portman: Well we talked about it when Gloria and Bernie and I met with Dan. Gloria Taft: But right now you've got three websites for the City; none of them are being maintained and we're probably 10-15 years behind any other City in our area with the website. Faith Portman: It should be maintained though. Gloria Taft: But you can't expect to pay a company \$100 an hour to maintain your website when if you bring someone on staff they can do it when they are not busy with other things. Faith Portman: We can probably have someone on staff do it; like I said we have a teacher at our school doing it. Gloria Taft: That's not acceptable. Jose' Cubero: We're talking about servicing equipment. Mayor Ellis: It all depends on the program you use for the website. We have a motion and a second to table it and get bids from other competitors. Bernie Brown: Let me throw this out. Would it make any sense to go on and create the position while we at the same time go out for bid? Because we might find out that this is the best thing and we might find out it can be done a lot cheaper if we bid it out competitively. Can't we go with both options? Clinton

Kline: I think you have a pretty good job description sitting there. Bernie Brown: There is no doubt in my mind that they service is needed badly. And I agree fully that the demand for IT work is going to be increasing pretty dramatically. I do feel like we do owe the City workers the tools they need to do the job. But at the same time we need to balance that with what is prudent and appropriate for use of the tax dollars. Mayor Ellis: Just because you create the position doesn't mean you have to hire somebody to fill it. Faith Portman: But once we create it they can be hired right? Mayor Ellis: The Council still has to put it out. Jose' Cubero: We could subcontract out for another couple years if we wanted too but thinking about it long term. Clinton Kline: I think that's the wisest solution until we get all our new software we're got everywhere in place. Let's see how much maintenance it takes because if we have somebody sitting around for four or five years before we figure out we really don't need them. Jose' Cubero: I would not think that. Officer Patchin is that the reason why you brought this up about having an individual in here. We know we've got the work that needs to be done. Dan Patchin: I understand Mr. Kline's point about there is a lot of software upgrades that are going on right now on additions in some of the Departments. I think a lot of the work that has been going undone if that's maintained there is enough work to keep a person busy. That's just the Dan Patchin assessment. Mayor Ellis: I have a motion and a second to table. At this time I'll call for a vote, all in favor to table 3 for; 3 opposed; Mayor Ellis voted no stated he thinks we create it and still can put out for bid. Bernie Brown made motion to put it out for competitive bidding so we have a better feel on if we're doing the best and most efficient thing. Clinton Kline 2nd. City Attorney Wantland: The motion now is to have Colonel Dan Patchin draw up bid specifications for the computer systems specialist work for the City of Shepherdsville and have that bid out and advertised. Mayor Ellis: We voted down tabling it. City Attorney Wantland: The motion is to do both; Mr. Brown creating the bid process for one and then creating the position and not having the position funded until further discussion by the Council. Faith Portman: So it's not going to be funded? City Attorney Wantland: Until you fund it. Jose' Cubero: We're going to see what the bidding process give us versus what we're looking at doing. That's fine. I have no problem with that. Motion carried 6-0. City Attorney Wantland read Ordinance 014-(number to be assigned) relating to the creation of the employee position of Computer Systems Specialist. Dana Bischoff James made motion to approve. Clinton Kline 2nd. Motion carried 6-0.

New Business:

Mayor Ellis called Debbie Hawkins to the podium stating that she is on the Civil Service Commission now and he would like to re-appoint her for another term. Faith Portman made motion to approve re-appointment. Dana Bischoff James 2nd. Motion carried 6-0. City Attorney Wantland administered the oath of office to Debbie Hawkins for re-appointment to the Civil Service Commission.

City Attorney Wantland had first reading of Ordinance 014-(number to be assigned) levying Personal Property and Property of Public Service Companies Ad Valorem Taxes and providing assessment, equalization and collection pursuant to the provisions of KRS 92.280, Et. Seq. Mayor Ellis: I would like to have the second reading Wednesday night, 5:30 p.m. so that we can get it to the Sheriff's Department.

City Attorney Wantland had first reading of Ordinance 014-(number to be assigned) establishing the Real Property Ad Valorem Taxes and providing assessment, equalization and collection pursuant to the provisions of KRS 92.280, Et. Seq. Mayor Ellis stated the second reading on this would also be Wednesday at 5:30.

Mayor Ellis stated we have a Parade Permit for the Bullitt Central Homecoming Parade on Thursday, September 25th, 5:30-6:30. The route will be Bullitt Lick Middle School going to Joe B. Hall like they always do going up Buckman to the football fields. Faith Portman made motion to approve. Jose' Cubero 2nd. Motion carried 6-0.

Daryl Lee: We have a case coming up this coming week. It's at 210 & 230 West Blue Lick Road. I think there are a couple apartment houses on that track of ground and they want to divide it.

Duane Price: No report.

Sign in Speakers: None

Department Reports:

Fire Chief Layne Troutman: I'd like to show a presentation tonight about some software we are looking at to respond to emergency calls called Streetwise CADpage. It runs off of basically Google Earth and we've been working with Dispatch and Bullitt County EMA for now 3-1/2 years trying to get a system up to where they have mapping, our hydrants on it, pre-plans, etc. In order to do that in the research we've done on it, it would cost for us alone just for the City to do it for the Fire Service only, between \$35,000-\$50,000 to put that system in because it takes a separate system for your mapping, a separate system for your pre plans, another system to run your hydrants and things on, so we did some research and about a year ago I came across this Company called Streetwise CADlink. I started researching it and talking with different Fire Departments that have it across the U.S. Pensacola, Florida is a real big pusher of Streetwise CADlink, there are some Departments in Ohio that use it, one of the Districts in Tacoma, Washington is using it right now and they are starting to implement it throughout their other Districts. What it is is pretty much a one stop shop. They came up with this system based off of Google Earth maps and it's a Cloud based system. So what happens is you have your air card for your Pad in your truck and when a run comes out the run goes straight to your I-Pad. When you get in the truck it's sitting there waiting on you so when you get in you just hit engage on the call. When you engage on the call it brings up from where your location is to the location of the fire or emergency call, whatever it is. While in route at your fingertips you can pull up all your hydrants that are around the call; it tells you the flow of the hydrants around the call so you know how much water you're going to have that is right there in that area. It also downloads all of our pre plans for all of our businesses here in the City that we have pre plans on. That way if you respond to one of those businesses you just hit another button that pulls the pre plans up and you have them right at your fingertips. All of this on this system and I was completely floored when they told me the price of it; I guess about six months ago we actually sat down with the company and they ran us through a test run so that we could see how it actually operated and worked. After all the research we did and to throw it out here right now in the Fire Trucks and our Command Cars while we respond do a run one of these books is our pre plans and one is the map book for the City. We also have another book as thick as these for our Mutual Aid areas. That's the other thing about this system, even if we are making a Mutual Aid run with Zoneton, Mt. Washington, Nichols, Lebanon Junction, or even if we're going in to Jefferson County or anywhere else, once they CAD the address in we have the route to that address. If it's Louisville Water Company we'll have the hydrants and information on the hydrants anywhere in that area because we're part of the Louisville Water system. If there is road construction going on if a street is blocked off we can put it in the system and when a run comes out and that street comes up it automatically notifies you that you need to take an alternate route because this road is blocked. Also to save on radio traffic if we're responding the officer of the truck can actually send a message to the other officer in the other truck by the Pad and tell them what he wants them to do before they even get on scene; or if the Commanding officer gets there he can tell them a street will be blocked to come in another way. The other thing about it is we have things called Knox boxes that we put on businesses and it is a box that has keys in it to where when we respond we have one key that fits all the boxes on our truck. You can pinpoint where the boxes are at the businesses so when the truck pulls in they know where they have to go to get the keys for the business. You can pinpoint the gas shutoffs, the electric shutoffs, water service; anything for the businesses here. It's a really good system. The reason I have to come to you tonight about the system is I want to take the money out of the Mitigation Fund to pay for it. The total price on the system is \$2995. Clinton Kline made motion to approve purchase. Faith Portman 2nd. I've already talked to Mt. Washington's Command Staff once we get it up and running I think they want to use one of our Pads for a little bit to see how well it works with them responding with us because that's another thing, if I can get them on it and some other Departments around here on it, we can all see where everybody's trucks are at that are responding to us. Motion carried 6-0.

Council Reports:

Faith Portman: I was at the Community Center over the weekend and the little building right next to Public Works is for sale. I think it's something we ought to look at, maybe get the price. Mayor Ellis: \$66,000. Faith Portman: I bet you could get it cheaper. I called about it and she's supposed to call me back with the price on it tomorrow. Mayor Ellis: Billy Hardy's brother-in-law is the listing agent on it and he and I were talking

about it the other day. Faith Portman: I think it's something we ought to look into because think about it if we decide we want to put that place up for sale someday we'll have that building too and we wouldn't have to have a right of way for grant them anything and right now we can use it. It's a nice building. I'll send everybody an email when I get more information. I received a couple calls today and have had several complaints on the grass in the Park. They are not weed eating. The horse park area on their side the grass is really high along that building. That makes our Park look bad. But a lot of the Park hasn't been weed eated either. There are walkers that go down there on a daily basis and I received phone calls from two of them today. Mayor Ellis: I'll make a note and get in touch with Scott tomorrow morning.

Bernie Brown: I've had a couple complaints too about the weeds not being whacked down. And Mr. Wantland was there anything we need to talk about?

City Attorney Wantland: Yes. There are two things. We have a judgment as to the property on 242 Circle Drive. Officer Minton has been monitoring that property on the direction of the Council. She's here tonight to report that at this junction there have not been any meaningful steps to bring that property to a state of repair. I would ask the Council to authorize, we'll need some Police support and/or Public Works, and I'd like to have that out there within the week. Bernie Brown made motion to proceed but would stipulate that every penny that it costs the City be documented and action be taken to recoup that money because I don't think taxpayers all over Shepherdsville should be paying it. Faith Portman 2nd. Motion carried 6-0. City Attorney Wantland: Then we have another piece of property that we have written the owner; the Mayor has advised me that the property on Third Avenue have applied for their demolition permit. The property on Hester Street has had no meaningful steps done; she's asking the Council to authorize some form of nuisance condemnation to have the property raised as well. Gloria Taft made motion. Faith Portman 2nd. Motion carried 6-0. Gloria Taft: Where are we on Beech Grove Road? I know the guy was supposed to turn in the paper. City Attorney Wantland: We went to Court today and he indicated he didn't own the property. It was owned by Kentucky Housing. I'm going to explore that to see what's been done and I will be back in Court tomorrow at 9:00; I think he wants to file some kind of suit against the City, he gets his day in Court, we're going to push to defer.

Clinton Kline made motion to adjourn. Dana Bischoff James 2nd. Motion carried 6-0. Meeting adjourned at 7:29 p.m.

R. Scott Ellis III, Mayor

Attest: _____
Tammy Richmond, City Clerk