

MINUTES } CITY OF PIKEVILLE

**CITY OF PIKEVILLE
BOARD OF COMMISSIONERS
SPECIAL MEETING MINUTES
DECEMBER 20, 1999**

The Board of Commissioners of the City of Pikeville met in Special Meeting on Monday, December 20, 1999, at 5:15 p.m. The meeting was held in the City Hall Public Meeting Room located at 117 College Street, Pikeville, Kentucky.

The Special Meeting was called for the following purposes:

I. CALL TO ORDER

II. MINUTES: Consider approval of the minutes from the November 22, 1999 Regular Meeting.

III. PAYMENT OF BILLS

- A. CITY BILLS
- B. UDAG REIMBURSEMENT: Consider a request from Pikeville Methodist Hospital for a reimbursement from UDAG funds totaling \$951,963.66

IV. OLD BUSINESS

- A. CITY ENGINEER'S REPORTS:
 - 1. 911 Addressing
 - 2. Bob Amos Park Storage Building
 - 3. Water System Project
 - 4. Renaissance Project
- C. CITY ATTORNEY'S REPORTS
 - 1. Budget Amendments: Consider first reading of an Ordinance amending the 1999/2000 Operating Budget
- D. CITY MANAGER'S REPORTS
 - 1. Consider changing business hours for City Hall.
 - 2. Consider employment of Carol Fitzpatrick as Utility Office cashier.
 - 3. Consider executive session for the purpose of discussing 2 property matters.

V. NEW BUSINESS

- A. City Employee Directory

VI. CONSENT ITEMS

- 1. Letter from Pikeville Jaycees
- 2. Letter from Hubert Ritchie

VII. ADJOURNMENT

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There being a quorum present, Mayor Frank M. Morris called the meeting to order at 5:15 p.m. Commission Members present at roll call were as follows:

MAYOR: FRANK MORRIS
COMMISSIONER: BILL BLACKBURN
EUGENE DAVIS

Commissioner Sharon Clark arrived at the meeting at 5:35 p.m.
Commissioner Wanda Wilson was absent.

AGENDA ITEM II.

MINUTES

The minutes for the previous regular meeting of November 22, 1999 were included in each Commission Member's agenda package. There being no additions or corrections, Commissioner Davis made the motion, seconded by Commissioner Blackburn to approve the minutes as submitted. The motion carried 3 - 0 (Commissioner Clark not present at the time of the vote).

AGENDA ITEM III.

PAYMENT OF BILLS

A. CITY BILLS: Presented for approval was a list of City Bills totaling \$569,695.38. Commissioner Davis made the motion, seconded by Commissioner Blackburn to approve payment of the city bills as requested. The motion carried 3 - 0 (Commissioner Clark not present at the time of the vote).

B. UDAG REIMBURSEMENT: Pikeville Methodist Hospital presented a request for reimbursement from UDAG funds totaling \$951,963.66. Project Coordinator, Sue Smallwood, reported that a little over \$1 million will remain in the fund after payment of this reimbursement request. Commissioner Davis made the motion, seconded by Commissioner Blackburn to approve payment of Pikeville Methodist Hospital's reimbursement request in the amount of \$951,963.66. The motion carried 3 - 0 (Commissioner Clark not present at the time of the vote).

AGENDA ITEM IV.

OLD BUSINESS

A. CITY ENGINEER'S REPORTS: Jack Sykes representing Summit Engineering, City Engineers, presented a verbal status report for the following ongoing projects:

1. 911 Addressing: During the previous meeting, the City Engineer had discussed the notification process for the 911 addressing changes. Mr. Sykes had reported that property owners would be notified of their address changes by mail. City Manager Blackburn informed the Commission that other local governments that have implemented mass address changes have recommended that each property be visited personally so that the new address can be verified. Because the city does not have the personnel to dedicate to the notification process, Summit Engineering presented a

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proposal to provide notification and to update the address data base. There are approximately 3300 addresses and it is estimated the notification process would take between six and seven weeks to complete. The cost to visit each address one time and to update the data base will not exceed \$17,700.00. Mr. Sykes assured the Commission that each person assigned to the task would be able to explain the 911 addressing system as well as be able to read the maps. Some discussion was had to the \$27.00/hr. charge for each technician assigned to the notification process. Mr. Sykes explained that the hourly fee included all expenses, including salary and transportation. City Manager Blackburn reported that he had looked at the possibility of hiring temporary help. The salary charge was assessed at \$8.00/hr., but these individuals would be untrained. Commissioner Davis made the motion, seconded by Commissioner Blackburn to enter into an agreement with Summit Engineering Inc., for an amount not to exceed \$17,700.00, to perform 911 address notification and to update the 911 address data base. The motion carried 3 - 0 (Commissioner Clark not present at the time of the vote).

2. Bob Amos Park Storage Building: City Engineer Sykes reported that he and City Manager Blackburn had made the final inspection on the Bob Amos Park Storage Building project. Five items were identified for correction. The final payment request was approved in the City Bills listing, however payment will not be released until the items are corrected. Also submitted was a change order in the amount of \$237.44 which provides for changing two light fixtures and adding a light fixture. Commissioner Blackburn made the motion, seconded by Commissioner Davis to approve the change order in the amount of \$237.44. The motion carried 3 - 0 (Commissioner Clark not present at the time of the vote).

3. Water System Improvement Project: Plans for the telemetry portion of the project have been sent to the various state agencies and to PSG for review and approval. Negotiations have been ongoing for the acquisition of the three water storage tank sites. One site agreement has been approved and signed; the city has received verbal approval for one site; and the remaining property owner has requested to meet with the Commission in executive session to discuss a proposed agreement. Mr. Sykes expects the project to be ready to advertise for bids in early spring.

4. Renaissance Project: City Engineer Sykes explained that last year's allotment of Renaissance KY funds will allow two elements of the overall revitalization plan - signage and river fill parking lot improvements - to be completed. The plans were presented to the Pikeville Main Street Board during their regular meeting this past week and the engineer was instructed to proceed with the plan.

I. Signage: Because Pikeville has achieved the gold level through the Renaissance KY program, the Department of Transportation will be providing two "welcome" signs. Mr. Sykes explained the signs indicate the city's achievement in the Renaissance KY program and should be placed within the specific renaissance area along the major thoroughfare. The locations selected were the area between the former city hall buildings and the area at the upper end of town adjacent to Hambley Boulevard and just before Baird Avenue.

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Three "gateway" elements are proposed. Each gateway will consist of a lighted sign, a 2 ft. raised wall, and landscaping. The locations proposed are the areas at the north end of town near Community Trust Bank; Baird Avenue; and the vacant property at the north end of Hambley Boulevard just before the exit ramps onto U.S. 23. Mr. Sykes reported that he is unsure whether the State can give an easement to locate a sign on the first location due to the property being adjacent to a federal route. He advised that he has scheduled a meeting with D.O.T. officials to discuss this issue further. Because of the size of the property at the north end of Hambley Boulevard, a small park has been designed in addition to the gateway. Not all of the proposed improvements at this location are funded under the Renaissance KY program.

II. River Fill parking and access: This facet of the revitalization plan includes the block from the River Fill 10 Cinema to the Hall of Justice, Pike Street and Division Street. The plan has allocated 9 ft. wide parking lanes, landscaping bays to direct traffic, two, 12 ft. traffic lanes and sidewalk. It is projected that a total of 49 parking spaces will be lost in this block - mostly along Division Street. The parking study shows there are 46 surplus parking spaces in the downtown area, however the engineer and Commission did not feel the loss of this many parking spaces was acceptable. Mr. Sykes will look at a different alignment of parking spaces or to have a sidewalk only on one side of the street. He added by changing to angled or parallel parking, it may be possible to pick up 20 parking spaces. Mr. Sykes will look at the alternatives and report back to the City Commission.

B. CITY ATTORNEY'S REPORTS: Lee Jones was present in the capacity of City Attorney. Mr. Jones presented and gave first reading to an ordinance entitled as follows:

ORDINANCE AMENDING THE FISCAL BUDGET FOR THE 1999-2000 FISCAL YEAR

Second reading of the ordinance was scheduled for the January 24, 2000 regular meeting.

C. CITY MANAGER'S REPORTS: Kenny Blackburn, City Manager, presented the following items for the Commission's consideration:

1. City Hall Business Hours: City Manager Blackburn recommended a change in the business hours for City Hall Offices. Currently, City Hall Offices are open Monday-Friday during 8:00 - 5:00. It was proposed to change the office hours to 8:30 - 5:00. Mr. Blackburn explained that most of the staff works from 8:30 - 5:00 and that by changing the hours, the utility office will have two individuals in the office at all times. Commissioner Clark made the motion, seconded by Commissioner Blackburn to change the City Hall Office hours to 8:30 - 5:00, as recommended by the City Manager. The motion carried 3 - 0 (Commissioner Davis not present at the time of the vote).

2. Personnel: The Commission was advised there is a vacancy in the City Utility Office. City Manager Blackburn recommended the Commission approve the hiring of Carol Fitzpatrick as utility office cashier. Commissioner Clark made the motion,

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seconded by Mayor Morris to employ Carol Fitzpatrick as utility office cashier. The motion carried 3 - 0 (Commissioner Davis not present at the time of the vote).

3. Executive Session: City Manager Blackburn requested an executive session for the purpose of discussing two property matters involving the right-of-way and property for a water tank site and property to be acquired for the proposed parking garage project.

AGENDA ITEM V.

NEW BUSINESS

CITY DIRECTORY: Commissioner Blackburn proposed that City Manager Blackburn be authorized to explore the possibility of preparing a city directory. Commissioner Blackburn explained there are a number of companies that specialize in directory preparation. He does not expect there to be any cost to the city or to the employee to participate in the program, however the employee will be responsible for any pictures he/she may wish to purchase. Commissioner Blackburn made the motion to authorize the City Manager to look into the production of a city directory. Mayor Morris seconded the motion. Commissioner Davis added that measures should be taken to ensure that each employee understands that participation is voluntary and that the employee will be responsible for any picture purchases. The motion carried 4 - 0.

City Manager Blackburn reported that the City had received a \$500.00 donation from the Pikeville Jaycees to go toward the purchase of swings for the downtown city park. A \$200.00 donation was received from Hubert Ritchie in appreciation of the Pikeville Fire Department, and was designated to be used by the Fire Department for their Christmas Party.

At 6:15 p.m., Commissioner Davis made the motion to adjourn to executive session for the purpose of discussing two property matters. Commissioner Clark seconded the motion. The motion carried 4 - 0.

At 6:40 p.m., Commissioner Davis made the motion, seconded by Commissioner Clark to reconvene to regular session. The motion carried 4 - 0.

Water Tank: City Manager Blackburn recommended the Commission enter into a tentative agreement with Interstate Natural Gas Company for an easement and tank site for property they own on the north end of the city. He further recommended that approval be given for the City to pay \$38,000 toward installation of a sewer line on said property, to be tied into the city's sewer system. \$38,000 represents half the cost to extend the sewer line. Commissioner Davis made the motion, seconded by Commissioner Clark to proceed with the project. The motion carried 3 - 0 - 1 with Commissioner Blackburn abstaining from the vote.

Parking Structure: City Manager Blackburn reported that the Commission is in receipt of a letter from Governor Paul Patton requesting that the City purchase property along

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Hambley Boulevard and College Street owned by the Hatcher & Trimble heirs and by the York heirs for the purpose of constructing a parking garage. City Manager Blackburn recommended that Charles Baird, Chair of the East Kentucky Exposition Board, be authorized to negotiate with the property owners on behalf of the City. Commissioner Clark made the motion, seconded by Commissioner Davis to authorize Charles Baird to negotiate the purchase of said tracts of property on behalf of the city. The motion carried 4 - 0.

There being no further business to come before the Commission, Commissioner Clark made the motion, seconded by Commissioner Davis to adjourn the meeting. The motion carried 4 - 0. (Adjournment Time: 6:50 p.m.)

APPROVED:

Frank M. Morris
FRANK M. MORRIS, MAYOR

ATTEST:

Karen Harris
KAREN HARRIS, CITY CLERK