

**MINUTES OF THE  
DANVILLE CITY COMMISSION**

The Board of Commissioners of the City of Danville, Kentucky convened in a Regular City Commission Meeting in the Public Meeting room at City Hall on Monday, January 23<sup>rd</sup>, 2023 at 5:30 p.m.

**COMMISSIONERS PRESENT:**

Mayor Atkins  
Commissioner Caudill  
Commissioner Hollon  
Commissioner Peek  
Commissioner Serres

**OTHERS PRESENT:**

Earl Coffey, City Manager  
Stephen Dexter, City Attorney  
Ashley Raider, City Clerk  
Josh Morgan, City Engineer  
Tony Gray, Police Chief  
Jason Simpson, Network Technician  
Leigh Compton, Finance Director  
Melanie Crossfield, Community Liaison  
Michael Hughes  
Mark Morgan  
Jeff Jewel  
Kendall Clinton  
Janet Hamner  
James Hunn  
Wilma Brown  
Jo Marie Lammy  
Others

Mayor Atkins announced that a quorum was present and called the meeting to order the time being 5:30 p.m.

Commissioner Caudill led the Commission in a prayer. Commissioner Serres led the Commission in the pledge of allegiance.

**APPROVAL OF THE AGENDA:**

The Commission approved the agenda as presented.

**HEAR THE PUBLIC – AGENDA ITEMS ONLY:**

No public comment.

**1. RETIREMENT RECOGNITION – ROGER WEBB:**

Evan Teague addressed the Commission to recognize Roger Webb's retirement. No action needed.

**2. CHAMBER INVITATION:**

Jeff Jewell addressed the Commission to invite them to Coffee with Legislators on February 3<sup>rd</sup>. No action needed.

**3. RURAL HEART & LUNG STUDY PRESENTATION:**

Stephanie Boone addressed the Commission to present information on the RURAL Heart and Lung Study. No action needed.

**4. PROCLAMATION – BLACK HISTORY MONTH:**

Commissioner Caudill made a motion to approve the proclamation as presented. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

**5. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING 01/09/2023:**

Commissioner Serres made a motion to approve the minutes as presented. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

**6. ZONE CHANGE RECOMMENDATION – 2170 SHAKERTOWN RD.:**

Commissioner Caudill made a motion to approve the zone change recommendation as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

**7. RESOLUTION #2023-01-23-01 – LANIER-TOLIVER HOUSE HISTORIC DESIGNATION:**

Commissioner Caudill made a motion to approve resolution #2023-01-23-01 as presented. The motion was seconded by Commissioner Peek and unanimously approved upon voice vote.

**8. PARKS & REC UPDATE:**

Evan Teague addressed the Commission to give an update on Parks and Recreation. No action needed.

**9. RESOLUTION #2023-01-23-02 – HIS CONTRACT APPROVAL:**

Commissioner Hollon made a motion to approve resolution #2023-01-23-03 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

**10. RESOLUTION #2023-01-23-03 – KY DEFERRED COMP JOINDER AGREEMENT:**

Commissioner Peek made a motion to approve resolution #2023-01-23-03 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

**11. RESOLUTION #2023-01-23-04 – COMMUNITY GIFT CARD AGREEMENT:**

Commissioner Serres made a motion to approve resolution #2023-01-23-04 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

**12. CITY MANAGER REPORT:**

See attached report.

**HEAR THE PUBLIC:**

Steve Cline addressed the Commission and said that the sidewalk on 2<sup>nd</sup> St. next to Constitution Square has bricks missing. He asked that someone look at it and possibly repair it before the farmer's market starts back.

**COMMISSIONER COMMENTS:**

Commissioner Caudill addressed the Commission and said that the MLK Day celebration was successful.

Mayor Atkins addressed the Commission and thanked staff for working on the MLK Day event. He said that it was well attended and successful. Mayor Atkins also said that Fox 56 News is highlighting Danville & Boyle County in a Black History special that will air sometime the first week of February.

Commissioner Serres addressed the Commissioner and said that the MLK event went well. He also said that the streetscape project is going well and that there is a lot of growth happening in town.

**13. PAYMENT OF THE BILLS:**

Commissioner Serres made a motion to approve the bill list as presented in the amount of \$195,138.40. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote. A breakdown of the departments is as follows: General fund - \$68,611.30; General Capital - \$17,106.73; Non-departmental - \$30,000; Parks & Recreation - \$15,854.16; Parks & Recreation Capital - \$3,925.00; Stormwater - \$15.97; Utility - \$36,603.29; Museum - \$6,916.17; Parking - \$9,836.47; Debts & disbursements - \$6,269.31

**14. OCCUPATIONAL LICENSE UPDATE:**

Leigh Compton addressed the Commission to give an occupational license update. No action needed.

**15. PARKS MASTER PLAN IMPLEMENTATION UPDATE:**

John Cody and Chris Manning addressed the Commission to give an update on the Parks Master Plan implementation. No action needed.

**16. RESOLUTION #2023-01-23-05 – MICHAEL SMITH PARK PHASE 1 BID AWARD:**

This resolution was tabled until the Parks and Recreation workshop.

**17. RESOLUTION #2023-01-23-06 – JENNIE ROGERS HVAC & LIGHTING AGREEMENT:**

Commissioner Hollon made a motion to approve resolution #2023-01-23-06 as presented. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

**18. RESOLUTION #2023-01-23-07 – LWCF GRANT PLAYGROUND PROCUREMENT:**

Commissioner Caudill made a motion to approve resolution #2023-01-23-07 as presented. The motion was seconded by Commissioner Peek and unanimously approved upon voice vote.

**19. RESOLUTION #2023-01-23-08 – KDOW 319 GRANT APPLICATION:**

Commissioner Caudill made a motion to approve resolution #2023-01-23-08 as presented. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

**20. RESOLUTION #2023-01-23-09 – HIGHWAY SAFETY GRANT APPLICATION:**

Commissioner Hollon made a motion to approve resolution #2023-01-23-09 as presented. The motion was seconded by Commissioner Serres and unanimously approved upon voice vote.

**EXECUTIVE SESSION:**

Commissioner Hollon made a motion to move into executive session at 7:55 p.m. for the purpose of property acquisition pursuant to KRS 61.810(1)(b) and for the purpose personnel pursuant to KRS 61.810(1)(f). The motion was seconded by Commissioner Caudill unanimously approved upon voice vote.

**REGULAR SESSION:**

Commissioner Caudill made a motion to move back into regular session at 9:00 p.m. The motion was seconded by Commissioner Hollon and unanimously approved upon voice vote.

**ACTION:**

No action taken.

**ADJOURN:**

Commissioner Serres made a motion to adjourn at 9:01 p.m. The motion was seconded by Commissioner Caudill and unanimously approved upon voice vote.

To view the meeting in its entirety please go to [www.danvilleky.org](http://www.danvilleky.org) and search for videos.

APPROVED:

  
MAYOR J.H. ATKINS

ATTEST:

  
ASHLEY RAIDER, CITY CLERK

# City Manager Comments: January 23<sup>rd</sup>, 2023



## City Commission Meeting Follow-up

No major direct follow up.

## Important Dates

February 13th – 1st Feb. mtg

February 27th: 2nd Feb. mtg

March 17th: Spring Econ. Dev. Symposium

## Disruptions In Normal Operations

Downtown Streetscape Project – ongoing, engineering report

## Future City Commission Meeting Agenda Items

Bond Ordinance

Downtown Master Plan – utilities disconnected (Fire Station demo – re-advertise)

Codes Lien assessment process

Facility Use Agreement with School Districts – playgrounds, fields, and courts.

Planning and Zoning Diagnostic Review – Staff working with planning and zoning. Comp Plan schedule being developed.

## Special Activities

- FY21 Audit – Still push firm to complete project.

## Project Updates

- City Manager Continuing Education Plan – ongoing
- KBT Conference (11th – 13th)
- KLC City Officials Academy (18th – 20th)
- Budget Calendar will be provided via email