

CITY OF BARDSTOWN
REGULAR COUNCIL MEETING MINUTES
03-12-2013
7:00 – 8:35 P.M.

With Mayor Bill Sheckles presiding, the City Council met in a regular session in the Council Chambers with the following Councilmen:

Councilman Joe Buckman
Councilman Francis Lydian
Councilman Tommy Reed
Councilman John Royalty
Councilman Bobby Simpson
Councilman Roland Williams

Others present: Fire Chief Marlin Howard, Assistant City Administrator Larry Green, Director of Public Works and Engineering Larry Hamilton, City Civil Engineer Jessica Filiatreau, Chief Financial Officer Mike Abell, City Clerk Barbie Bryant, Executive Director of Planning and Zoning Jan Johnston-Crowe, Joint Planning and Zoning Board Chair Todd Johnson, Historical Review Board Chair Don Parrish, Kentucky League of Cities Community Development and IT Advisor Anthony Wright, The Kentucky Standard reporter Randy Patrick, BRTV video cameraman Jaime Murphy, WBRT co-owner Roth Stratton; citizens Michael Ballard and Eric Duncanson.

HISTORICAL REVIEW BOARD – POSITION OF ADMINISTRATOR

Joint Planning and Zoning Chair Johnson addressed the Council with an overview of the creation of the Historical Review Board and the role the administrator has played. There are 485 historical properties in the city. Prior to 2006, the position of administrator was a full-time employee of the City. Upon the retirement of David Hall and the hiring of part-time administrator Pen Bogert, the city continued to receive CLG grant money that subsidized the salary. Ms. Johnston-Crowe, Mr. Parrish and Mr. Johnson agree that the position should be full-time. However, in order to attract a qualified candidate, the City will need to consider a salary in the range of \$30,000 - \$35,000. To include benefits, the budget for a full-time administrator would equal approximately \$50,000. Ms. Johnston-Crowe encouraged the renewal of a Memorandum of Agreement that expired in 2010. She also outlined additional responsibilities a qualified, full-time administrator could handle, i.e., develop training for HRB board members, Public Awareness programs, workshops for contractors and home owners, grant writing, liaison to the B.A.N.D committee, expand and develop historical requirements for contiguous neighborhoods. Mayor Sheckles asked the executive director to revisit the resumes received. After a qualified candidate has been identified satisfying the previously discussed parameters, he will address the request as quickly as possible.

WIDENING OF US 150 SPRINGFIELD RD. FROM MAYWOOD INTO CITY LIMITS

Mayor Sheckles asked Mr. Duncanson, who had several suggestions for this project, to put down his thoughts on paper and call the Mayor's office to make an appointment to discuss this issue.

EASTLAND HILL AND PRESIDENTIAL ESTATES SEWER REHABILITATION AND INSPECTION PROJECT - BID

City Civil Engineer Filiatreau presented the bid and explained that the projected budget for this project was approximately \$90,000. With the apparent low bid of \$44,502.02 by Robinson Pipe Cleaning, additional projects can be addressed this fiscal year.

BID TABULATION
EASTLAND HILL & PRESIDENTIAL ESTATES SEWER
REHABILITATION & INSPECTION PROJECT
CITY OF BARDSTOWN
BID OPENING – MARCH 5, 2013

1.)	Robinson Pipe Cleaning	\$	44,502.02
2.)	Pipe Eyes, LLC	\$	44,759.66
3.)	Basham Construction	\$	67,300.00
4.)	Akins Excavating	\$	71,672.26
5.)	Salmon Construction	\$	74,629.84
6.)	Stewart-Richey Construction	\$	106,880.37

Robinson Pipe Cleaning is the apparent low bidder for this project.

UPON MOTION OF COUNCILMAN LYDIAN, DULY SECONDED BY COUNCILMAN ROYALTY AND CARRIED BY A VOTE OF 6 TO 0, THE RECOMMENDATION TO ACCEPT THE LOW BID FROM ROBINSON PIPE CLEANING IN THE AMOUNT OF \$44,502.02, WAS APPROVED.

MINUTES

The minutes from the 02-26-2013 Regular Council meeting were presented. **UPON MOTION OF COUNCILMAN WILLIAMS, DULY SECONDED BY COUNCILMAN SIMPSON AND CARRIED BY A VOTE OF 6 TO 0, THE MINUTES WERE APPROVED.**

FIRST READING – PROPOSED ORDINANCE B2013-SOLID WASTE MANAGEMENT AMENDMENTS

Councilman Buckman introduced the proposed ordinance and asked for the first reading. City Clerk Bryant read the summary. **UPON MOTION OF COUNCILMAN BUCKMAN, DULY SECONDED BY COUNCILMAN REED AND CARRIED BY A VOTE OF 6 TO 0, THE FIRST READING OF PROPOSED ORDINANCE B2013-SOLID WASTE MANAGEMENT AMENDMENTS WAS APPROVED.**

MUNICIPAL ORDER NO 2013-04–RULES AND REGULATIONS FOR SOLID WASTE MANAGEMENT

Director of Public Works and Engineering gave an overview of the municipal order, which will allow the Superintendent of Public Works to require certain minimum standards for the proper storage and handling of solid wastes on a case by case basis. Future additions and specific clarifications to the Rules and Regulations for Solid Waste Management may be made by municipal order.

MUNICIPAL ORDER NO. 2013-04

THE BARDSTOWN CITY COUNCIL OF BARDSTOWN, KENTUCKY HEREBY ADOPTS THE FOLLOWING RULES AND REGULATIONS FOR DEFINITIONS AND ADDITIONS AS A MUNICIPAL ORDER FOR SOLID WASTE MANAGEMENT AS RECOMMENDED BY THE STREET AND SOLID WASTE COMMITTEE:

**SOLID WASTE MANAGEMENT
RULES AND REGULATIONS**

Section 51.02 Storage of Solid Waste

- D. Standards for commercial storage containers. The storage of solid waste described in states that Commercial solid waste from a large producer shall be stored in a City provided garbage dumpster or such other container as may be approved by the City’s Director of Public Works. The containers shall be waterproof, leak proof and shall be covered at all times except when depositing waste therein or removing the contents thereof; and shall meet all requirements set forth pursuant to Section 51.07 Rules and Regulations. In addition to the provisions cited specifically in the ordinance the Director hereby requires that dumpster areas shall be graded and paved in order to make the handling of dumpsters safe and accessible for the workers. Corrals or enclosures are required where feasible. Corral doors shall be hung and properly maintained to permit unobstructed access. Where enclosures are unfeasible, curbs may be required at the sole discretion of the Superintendent of Public Works to prevent the dumpsters from rolling off the dumpster pads. Refusal of service may be authorized upon 30 day written notice from the Superintendent or Director of Public Works where any unsafe or non-compliant condition exists in the service location. It is required that all liquid wastes and debris from spillage shall be cleaned in a timely fashion by the waste generator with an absorbent and properly disposed of to prevent the migration of wastes from the property.
- E. Yard wastes and storage thereof. Curbside collection described provides for two different acceptable ways to set out yards wastes in addition to yard wastes set out in cans for normal weekly collection. Disposable solid waste containers (plastic bags) may be used for yard waste such as brush, tree limbs, leaves and small pieces of lumber, less than 4" in diameter or stored by securely tying them in bundles not larger than 48" long and 18" in total diameter. No loose material will be picked up. The weight of any individual bundle or container and its contents shall not exceed 40 pounds.

Section 51.03 Collection of Solid Waste

- A. City Responsibility Defined.
 - 1. The City provides normal curbside solid waste collection, special bulky item pickup, tree limb pickup, and leaf collection. Loose leaves are collected during a publicly announced and defined time period in the fall, as needed. Recyclable items are collected at two designated locations, Culpeper Drive and Farmer’s Market on East Flaget Avenue.
- J. Prohibitions. Items listed as hazardous wastes as defined in KRS Chapter 224, liquid wastes such as paint, poisons, acids, explosives, caustics, infectious or biohazard waste materials, tires, batteries, car parts, burning or smoldering materials shall not be collected by the City. The Solid Waste Coordinator for Nelson County (502-348-1876) shall be consulted for the proper disposal of all waste streams listed above and those prohibited by state and local regulations.
- K. Solid waste subject to specific rules. Customers shall (may) themselves deliver to the County Solid Waste Disposal Facility, or privately contract for said delivery, any solid waste weighing in excess of or of a greater volume than what the City has defined as exceeding the permissible solid waste streams to be collected by City such as large appliances, tree trunks, and the like, and all construction and demolition

wastes not collected by the City. Certain appliances may be taken to the metal recycling center along Spencer Mattingly Lane.

Section 51.04 Disposal of Solid Waste

- A. Solid wastes shall be deposited at a processing facility or disposal area approved by the County and complying with all requirements of the most recent Kentucky Revised Statutes Chapter 224 and all applicable subchapters and the rules and regulations adopted there under.

Section 51.08 Prohibited Practices

- D. It is unlawful to burn solid waste unless an approved incinerator is provided or unless a variance has been obtained from the appropriate air pollution control agency.

In the City of Bardstown it is illegal to burn garbage. Brush and woody debris may be burned during certain times of the year and only after receiving permission from the Bardstown Nelson County Fire Department.

Visit the Division for Air Quality Web site for more information.

UPON MOTION OF COUNCILMAN BUCKMAN, DULY SECONDED BY COUNCILMAN ROYALTY AND CARRIED BY A VOTE OF 6 TO 0, MUNICIPAL ORDER 2013-04 WAS APPROVED.

FIRST READING – PROPOSED ORDINANCE B2013-ALCOHOLIC BEVERAGE AMENDMENTS

Councilman Lydian introduced the proposed ordinance and asked for the first reading. City Clerk Bryant read the summary. **UPON MOTION OF COUNCILMAN LYDIAN, DULY SECONDED BY COUNCILMAN SIMPSON AND CARRIED BY A VOTE OF 6 TO 0, THE FIRST READING OF PROPOSED ORDINANCE B2013-ALCOHOLIC BEVERAGE AMENDMENTS WAS APPROVED.**

MUNICIPAL ORDER NO 2013-02–INVESTMENT POLICY

CFO Abell reported that in previous years, the Treasurer’s position was combined with the City Clerk. This municipal order will correct the wording from “City Clerk” to Chief Financial Officer.

MUNICIPAL ORDER NO. 2013-02
RESOLUTION

BE IT RESOLVED AND ORDERED BY THE COUNCIL OF THE CITY OF BARDSTOWN, KENTUCKY, THAT THE CITY OF BARDSTOWN’S INVESTMENT POLICY SHALL READ AS FOLLOWS:

CITY OF BARDSTOWN INVESTMENT POLICY

I. GENERAL POLICY

It is the policy of the City of Bardstown to invest public funds in a manner which will provide the highest investment return with the maximum security of principal while meeting the daily cash flow demands of the City of Bardstown and conforming to all state statutes and city of Bardstown regulations governing the investment of public funds.

II. SCOPE

This investment policy applies to all financial assets held directly by the City of Bardstown. These financial assets are accounted for in the City of Bardstown's annual financial report and include all moneys held in any fund established by the City Council of the City of Bardstown.

Financial assets of the entity held and invested by trustees or fiscal agents are excluded from these policies; however, such assets shall be invested in accordance with state laws applicable to the investment of local government funds and in accordance with the City of Bardstown's primary investment objectives.

III. INVESTMENT OBJECTIVES

The City of Bardstown's primary investment objectives, in order of priority, are the following:

- A. Safety. Safety of principal is the foremost objective of the City of Bardstown's investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- B. Liquidity. The City of Bardstown's investment portfolio shall remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.
- C. Return on Investment. The City of Bardstown's investment portfolio shall be designed with the objective of attaining a market rate of return throughout the budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.

IV. INVESTMENT AUTHORITY

Management responsibility for the City of Bardstown's investment program is hereby delegated to the Chief Financial Officer. The Chief Financial Officer shall have the authority, subject to the disapproval of the City Council, to establish additional specific written procedures for the operation of the investment program which are consistent with this investment policy. The procedures shall include explicit delegation of authority, if any, to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Chief Financial Officer. The Chief Financial Officer shall be ultimately responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and employees. The controls shall be designed to prevent and control losses of public funds arising from fraud, employee error, mis-representation by third parties, unanticipated changes in financial markets or imprudent actions by officers and employees. The Chief Financial Officer shall maintain all records related to the entity's investment program.

V. PRUDENT PERSON RULE

The actions of the Chief Financial Officer in the performance of his or her duties as manager of the City of Bardstown's funds shall be evaluated using the "prudent person" standard. Investments shall be made with judgment and care under prevailing circumstances which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their capital as well as the probable income to be derived.

The Chief Financial Officer acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's performance, provided that deviations from expectations are reported in a timely fashion to the City Council and appropriate action is taken to control adverse developments.

VI. AUTHORIZED INVESTMENTS

The funds of the City of Bardstown available for investment shall be invested in accordance with this policy and all applicable state statutes only in the following types of investment instruments:

A. Authorized Investment Instruments.

1. Obligations of the United States and of its agencies and instrumentalities, including obligations subject to repurchase agreements, provided that delivery of these obligations subject to repurchase agreements is taken either directly or through an authorized custodian.
2. Obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States or a United States government agency, including but not limited to:
 - a. United States Treasury;
 - b. Export-Import Bank of the United States;
 - c. Farmer Home Administration;
 - d. Government National Mortgage Corporation; and
 - e. Merchant Marine bonds.
3. Obligations of any corporation of the United States government, including but not limited to:
 - a. Federal Home Loan Mortgage Corporation;
 - b. Federal Farm Credit Banks;
 - c. Bank for Cooperatives;
 - d. Federal Intermediate Credit Banks;
 - e. Federal Land Banks;
 - f. Federal Home Loan Banks;
 - g. Federal National Mortgage Association; and
 - h. Tennessee Valley Authority.
4. Certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation or similar entity or which are collateralized, to the extent uninsured, by any obligations permitted by section 41.240(4) of the Kentucky Revised Statutes.
5. Uncollateralized certificates of deposit issued by any bank or savings and loan institution rated in one (1) of the three (3) highest categories by a nationally recognized rating agency.
6. Bankers' acceptances for banks rated in one (1) of the three (3) highest categories by a nationally recognized rating agency.
7. Commercial paper rated in the highest category by a nationally recognized rating agency.
8. Bonds or certificates of indebtedness of the Commonwealth of Kentucky and of its agencies and instrumentalities.

9. Securities issued by a state or local government, or any instrumentality or agency thereof, in the United States, and rated in one (1) of the three (3) highest categories by a nationally recognized rating agency.
10. Shares of mutual funds, each of which shall have the following characteristics:
 - a. The mutual fund shall be an open-end diversified investment company registered under the Federal Investment Company Act of 1940, as amended.
 - b. The management company of the investment company shall have been in operation for at least five (5) years.
 - c. All of the securities in the mutual fund shall be eligible investments under this section.

B. Limitations on Investment Transactions.

With regard to the investment authorized in this section, the following limitations shall apply:

1. The amount of the City of Bardstown's funds invested at any one time in the categories of investments authorized in subsections A(5), A(6), A (7) , and A(9) of this section shall not exceed twenty percent (20%) of the total amount of funds invested on behalf of the City of Bardstown.
2. No investment shall be purchased for the City of Bardstown on a margin basis or through the use of any similar leveraging technique.

VII. DIVERSIFICATION OF INVESTMENTS

The City of Bardstown recognizes that some level of risk is inherent in any investment transaction. Losses may be incurred due to issuer default, market price changes, or closing investments prior to maturity due to unanticipated cash flow needs. Diversification of the City of Bardstown's investment portfolio by institution, type of investment instrument, and term to maturity is the primary method to minimize investment risk.

The City of Bardstown's funds shall be diversified by security type and institution. With the exception of fully insured or fully collateralized investments, and except for authorized investment pools, no more than 75% of the city of Bardstown's total investment portfolio shall be invested in a single security type or with a single financial institution.

To the extent possible, the city of Bardstown will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow need, the City of Bardstown's funds should not, in general, be invested in securities maturing more than two (2) years from the date of purchase. However, the City of Bardstown may collateralize its repurchase agreements using longer-dated investments not to exceed two (2) years to maturity. Reserve funds may be invested in securities exceeding two (2) years, if maturity of the investments are made to coincide as nearly as practicable with the expected use of the funds.

VIII. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Chief Financial Officer shall maintain a list of financial institutions authorized to provide investment services to the City of Bardstown. In addition, a list shall be maintained of approved security brokers/dealers selected by creditworthiness, who maintain an office in the Commonwealth of Kentucky.

All financial institutions and broker dealers who desire to provide investment services to the City of Bardstown shall supply the Chief Financial Officer with information sufficient to adequately evaluate the institution and answer any and all inquiries posed by the Chief Financial Officer or the City Council, including the following information:

- A. Audited financial statements.
- B. Regulatory reports on financial condition.
- C. Written memorandum of Agreement for the deposit of public funds or trading resolution, as appropriate.
- D. Proof of National Association of Security Dealers certification and proof of state registration.
- E. Any additional information considered necessary to allow the Chief Financial Officer to evaluate the credit worthiness of the institution.

No financial institution shall be selected as a depository of City of Bardstown funds if the City's funds on deposit at any time will exceed 100% of the institution's capital stock and surplus.

The Chief Financial Officer shall evaluate the financial capacity and creditworthiness of financial institutions and broker/dealers prior to the placement of City Funds. The Chief Financial Officer shall conduct an annual review of the financial condition and registrations of financial institutions and broker/dealers and, based on the review, make any recommendations regarding investment policy or program changes determined to be necessary.

IX. SAFEKEEPING AND CUSTODY

To protect against potential fraud and embezzlement, investment assets shall be secured through third-party custody and safekeeping procedures. Bearer instruments shall be held only through third-party institutions. The Chief Financial Officer and any other officers or employees of the City of Bardstown authorized to engage in investment transactions shall be bonded in an amount established by the City Council. Collateralized securities, such as repurchase agreements shall be purchased using the delivery vs. payment procedure. Money market mutual funds used for investments must provide for independent custodians of their portfolios and delivery vs. payment on their portfolio securities. The safekeeping procedures utilized in the City of Bardstown's investment program shall be reviewed annually by the independent auditor.

X. COLLATERAL

A. It is the policy of the City of Bardstown to require that all cash and investments maintained in any financial institution named as a depository be collateralized. In order to anticipate market changes and provide a level of security for all funds, the collateralization level shall be 100% of the market value of principal, plus accrued interest. Collateral shall be limited to the types of instruments authorized as collateral for state funds in KRS 41.240.

Collateral shall always be held by an independent third- party custodian with whom the City of Bardstown has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City of Bardstown and retained by the Chief Financial Officer. The right of collateral substitution is hereby granted.

XI. INVESTMENT REPORTING

The Chief Financial Officer shall prepare and submit to the City Council of the City of Bardstown a quarterly report regarding the status of the City of Bardstown's investment program. As to each investment, the report shall include the following information:

- A. Name of financial institution from which the investment was purchased or in which assets are deposited.
- B. Type of investment.
- C. Certificate or other reference number, if applicable.
- D. Percentage yield on an annualized basis.
- E. Purchase date, purchase price, and maturity date.
- F. Current market value of the investment.

XII. AUDIT

In connection with the audit of City of Bardstown's funds conducted by an independent certified public accountant, the auditor shall conduct a review of the City of Bardstown's investment program, including internal controls and procedures, and the results of the review, including recommended changes, shall be included in the city of Bardstown's audit.

XIII. INVESTMENT POLICY ADOPTION

The City of Bardstown's investment policy shall be adopted by order of the City Council and shall become effective on March 12, 2013. The policy shall be reviewed annually and revised, as appropriate. Any amendments to this policy must be made by order of the City Council.

Any investment held on the date of initial adoption of this policy which does not meet the guidelines of this policy shall be exempted from its provisions. At maturity or liquidation, the monies so invested, if reinvested, shall be reinvested only in accordance with this policy. The Chief Financial Officer may take a reasonable period of time to adjust the existing portfolio to the provisions of this policy in order to avoid the premature liquidation of any current investment.

UPON MOTION OF COUNCILMAN REED, DULY SECONDED BY COUNCILMAN WILLIAMS AND CARRIED BY A VOTE OF 6 TO 0, MUNICIPAL ORDER 2013-02 WAS APPROVED.

MUNICIPAL ORDER NO 2013-03–PERSONNEL POLICIES, SECTION VI, UNIFORMS

Mayor Sheckles explained that a clothing allowance would now apply to part-time employees.

MUNICIPAL ORDER NO. 2013-03

MUNICIPAL ORDER AMENDING THE PERSONNEL POLICIES AND PROCEDURES ESTABLISHED IN MUNICIPAL ORDER NO. 91-8 AND AMENDED IN FULL IN MUNICIPAL ORDER NO. 2000-7 AND AMENDED IN MUNICIPAL ORDER NOS. 2003-16; 2004-4; 2007-8; 2008-08; 2009-07, 2009-15 AND 2011-03.

NOW THEREFORE BE IT ORDERED by the City of Bardstown, Commonwealth of Kentucky:

That the PERSONNEL POLICIES AND PROCEDURES, **SECTION VI: BENEFITS**, N. Uniforms, be changed to reflect the following:

N. Uniforms:

~~The City will provide uniforms for certain all full-time City Employees.~~ The color and style of uniforms will be determined by the Mayor. Employees are responsible for wearing clean uniforms that are in good repair.

~~Public Works Department- Employees in the Public works and Recreation Departments (grounds keepers) will have uniforms provided by the City. There will be a choice of either having the City pay for one half of the cost of renting uniforms and having them cleaned, or having the City pay the full cost of purchasing uniforms. A limit of \$150.00 will be allowed per employee per year.~~ **The City will pay for one half of the cost of renting and laundering uniforms, with a limit of \$150 per year and a boot allowance of up to \$75 per year.**

Fire Department and Police Department - The City will pay the full cost of purchasing and replacing uniforms for **Fire Department employees and Police Officers**. ~~The City will also give Police Officers a \$5.00 per month allowance for leather accessories.~~

~~Fire Department, Finance Department (including part-time CSR's), Administration Department, Engineering Department, Supervisory Personnel (not otherwise covered)~~ - **The City will pay the full cost of purchasing Fire Department employees with uniforms. A limit of \$150.00 will be allowed per employee per year. The City will pay a clothing allowance of up to \$150.00 per year.**

~~Front Office Personnel~~ - ~~The City will pay one half of the cost of uniforms, up to \$250.00 per year for front office personnel.~~

~~Supervisory Personnel~~ - ~~The City will pay a clothing allowance of \$125.00 per year for uniform shirts for supervisory personnel.~~

Electric Department – **The City will pay the full cost of purchasing and replacing OSHA compliant electrical lineman clothing, including boots and gloves.**

Cable TV Department, Meter Readers, Recreation Department, Water Treatment Plant and Wastewater Treatment Plant - **The City will pay a clothing allowance of up to \$150 per year and a boot allowance of up to \$75 per year.**

Other part-time employees – On a case-by-case basis at the discretion of the Mayor.

UPON MOTION OF COUNCILMAN BUCKMAN, DULY SECONDED BY COUNCILMAN ROYALTY AND CARRIED BY A VOTE OF 6 TO 0, MUNICIPAL ORDER 2013-03 WAS APPROVED.

NEW APPOINTMENT

Mayor Sheckles recommended the new appointment of Dick Heaton to the BIDC (Bardstown Industrial Development Corp.) The term will be for two (2) years. **UPON MOTION OF COUNCILMAN WILLIAMS, DULY SECONDED BY COUNCILMAN SIMPSON AND CARRIED BY A VOTE OF 6 TO 0, THE APPOINTMENT WAS APPROVED.**

COMMITTEE REPORTS

Councilman Buckman reported on the Street and Solid Waste Committee meeting that was held on February 27th. The categories discussed were:

- South Fourth Street drainage improvements
- Moving back the street lights at Court Square
- Assessment of the glass blocks in the sidewalk at Hurst Drug Store
- Quarterly meetings now scheduled for Feb, May, August and November

Mayor Sheckles announced that a Finance Committee meeting is scheduled for March 28, 2013.

STAFF REPORTS

Mayor Sheckles gave compliments to Fire Chief Howard for the work the department displayed during the weekend “scheduled” house burn at 1449 Louisville Road. The Chief will forward the compliments to his staff.

Mayor Sheckles mentioned the quarterly police report that was given to Council members.

CFO Abell reported the Pay-by-Phone program is being used by more customers than previously projected. Over 100 customers used the option during the month of February. Meter Department and Public Works personnel have replaced approximately 1500 water meters.

CEMETERY DEEDS

Two Bardstown Cemetery deeds were presented; one grave site for Christopher Allen Case and one grave site for Timothy Baker. **UPON MOTION OF COUNCILMAN BUCKMAN, DULY SECONDED BY COUNCILMAN SIMPSON AND CARRIED BY A VOTE OF 6 TO 0, THE DEEDS WERE APPROVED.**

CITY ANNIVERSARIES

Mayor Sheckles announced the ten-year anniversary for Meter Department employee Mike Jackson.

ADJOURNMENT

There being no further business to discuss and **UPON MOTION OF COUNCILMAN REED, DULY SECONDED BY COUNCILMAN WILLIAMS AND CARRIED BY A VOTE OF 6 TO 0, THE MEETING WAS ADJOURNED.**

CITY OF BARDSTOWN

ATTEST:

William S. Sheckles, Mayor

Barbara Bryant, City Clerk