



**PARIS CITY COMMISSION
REGULAR MEETING AGENDA**
525 High Street Paris, KY 40361
Commission Chambers – Room 121
Tuesday, February 11, 2025 - 9:00 AM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE MINUTES

- A. Regular Meeting - January 28, 2025
- B. Joint City and County Meeting - January 28, 2025

5. ORDINANCES

- A. Second Reading: Ordinance 2025-3; Fiscal Year 2024-2025 Budget Amendment
- B. Second Reading: Ordinance 2025-4; Amendment to Wastewater Surcharge Rates
- C. Second Reading: Ordinance 2025-5; Amendment to Compensation Scale
- D. First Reading: Ordinance 2025-6; Application of a Neighborhood Revitalization Design Character Overlay - Paris Westside Overlay

6. CONSENT AGENDA

- A. Municipal Order 2025-5; Change Order (#2): W Principles - Solid Waste and Recycling Depot
- B. Municipal Order 2025-6; Paymentus Master Service Agreement Amendment
- C. Municipal Order 2025-7; Personnel Order - Internal Transfer: Public Works
- D. Municipal Order 2025-8; Personnel Order - New Hire: Field Operations
- E. Municipal Order 2025-9; Personnel Order - New Hire: E911
- F. Surplus Request: Electric Department, Substation Transformer
- G. Contract Approvals and Ratification

H. Payment of Invoices: General and Utility Fund

7. REGULAR AGENDA

A. Easement Request: Kentucky Utilities

8. REPORTS

A. Outside Agencies

B. City Staff

C. Mayor & Commissioners

9. ADJOURNMENT



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Regular Meeting - January 28, 2025

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve January 28, 2025 regular meeting minutes as presented.

DESCRIPTION: January 28, 2025 regular meeting minutes.

REQUESTED BY:

Name: Stephanie Settles, City Clerk

CALL TO ORDER

The Paris City Commission met in regular session at 9:00 a.m. viewable on Facebook live at www.facebook.com/cityofparisky on January 28, 2025.

PLEDGE OF ALLEGIANCE

Mayor Plummer called the meeting to order, and the Pledge of Allegiance was recited.

ROLL CALL

Present: Mayor, John Plummer; Commissioner, Wallis Brooks; Commissioner, Tim Gray; Commissioner, Sharon Fields; Commissioner, Stan Galbraith.

Others in attendance: City Manager, Jamie Miller; City Attorney, Bryan Beaman; CPA, Brad Oberlander; City Clerk & Treasurer, Stephanie Settles.

APPROVE MINUTES

Motion by Plummer, seconded by Brooks, the motion unanimously carried approving the regular meeting minutes of January 14, 2025.

SPECIAL PRESENTATIONS

Senator Steve West provided a State of Kentucky update.

PUBLIC COMMENT

Lyra Miller addressed the commission related to snow removal on Main Street, and downtown parking enforcement.

PUBLIC HEARING AND SECOND READING FOR A ZONING MAP AMENDMENT

Motion: Move to approve Ordinance 2025-1 approving the proposed Zone Map Amendment. located at Bethlehem Road and Westridge Lane.

By: Brooks

Seconded: Fields

Yes: Plummer, Brooks, Fields, Galbraith

No: Gray

Abstain: None

Joy Thompson President of the Westridge Neighborhood Association, expressed appreciation to the Commission for their attentiveness in hearing the concerns raised by the Association regarding the proposed zoning map amendment. The Association noted that, following a thorough discussion, a vote was held among its members. The outcome of the vote was evenly divided, with 50% in favor and 50% against the zoning map amendment. Therefore, they could not oppose the Zoning Map Amendment.

ORDINANCES

First reading of ordinance 2025-2 Flood Damage Prevention ordinance was read by Jamie Miller.

First reading of ordinance 2025-3 related to Fiscal year 2024-2025 budget amendment was read by Bryan Beaman.

First reading of ordinance 2025-4 Amendment to wastewater surcharge rates was read by Kevin Mayhorn and Michael Harris.

First reading of ordinance 2025-5 amendment to the compensation scale was read by Jamie Miller.

CONSENT AGENDA

Motion by Plummer, seconded by Galbraith, the motion unanimously carried approving Resolution 2025-1 recognizing the 120th Anniversary of the Paris-Bourbon County Library.

Motion by Plummer, seconded by Galbraith, the motion unanimously carried approving Municipal Order 2025-4 for the appointment of Shannon Jones to the Joint Code Enforcement Board.

Motion by Plummer, seconded by Galbraith, the motion unanimously carried approving the surplus of vehicles by using GovDeals and authorize the Mayor, City Clerk, and City Manager to execute any necessary documents.

Motion by Plummer, seconded by Galbraith, the motion unanimously carried approving the payment of invoices for General Fund in the amount of \$225,691.39 and Utility Fund in the amount of \$194,667.09.

REGULAR AGENDA

Motion by Galbraith, seconded by Plummer, the motion unanimously carried approving December financial reports as presented reflecting General Fund revenues of \$7,358,235 with expenses of \$6,940,415 and Utility Fund revenues of \$10,341,313 with expenses of \$10,593,407.

REPORTS

Mike Smith, Public Works

- Transfer station is moving forward, HVAC has been installed, electricity is moving forward with installation.

Jamie Miller, City Manager

- Joint Meeting with Fiscal Court
- Strategic Planning Workshop
- State of the City February 12, 2025
- The City of Paris has a snow plan that is published on the City website. The city has communicated with the Transportation cabinet related to snow removal along Main Street.

Sharon Fields, Commissioner

- West Side neighborhood association meeting titled "Not in my backyard" on February 8th from 2-3pm related to the Transfer Station.

Tim Gray, Commissioner

- Requested recognition of Homer Royce and his life living in Paris.

ADJOURNMENT

Motion by Galbraith, seconded by Plummer, the motion unanimously carried approving to adjourn the meeting at 10:31 a.m.

Attest:

Mayor, John A. Plummer

City Clerk, Stephanie Settles



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Joint City and County Meeting - January 28, 2025

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approved the Joint City and County meeting minutes for January 28, 2025 as presented.

DESCRIPTION: Joint City and County meeting minutes January 28, 2025.

REQUESTED BY:

Name: Stephanie Settles, City Clerk

CALL TO ORDER

The Paris City Commission and the Bourbon County Fiscal Court met in a workshop session at 10:35 a.m.

ROLL CALL

Present:

City of Paris: Mayor, John Plummer; Commissioner, Wallis Brooks; Commissioner, Tim Gray; Commissioner, Sharon Fields; Commissioner, Stan Galbraith.

Fiscal Court: Judge Executive Micheal Williams, Magistrate Bill Conner; Magistrate, Kristal Cameron, Magistrate, Todd Earlywine; Magistrate, Lewis Stubblefield.

Others in attendance: City Manager, Jamie Miller; Assistant City Manager, Kevin Mayhorn; City Attorney, Bryan Beauman; Assistant County Attorney, Terry Towles; CPA, Brad Oberlander; City Clerk & Treasurer, Stephanie Settles; Bourbon Fiscal Court Treasurer, Dana Boone.

DISCUSSION ITEMS

Discussion was held regarding the operations and functionality of the Jointly Funded E911 Central Dispatch Center. It was affirmed that the center is currently operating at a nearly full staffing capacity.

Discussion was held regarding the costs associated with maintaining Emergency Medical Services (EMS) equipment and the billing rates necessary for the community to continue providing services. It was also noted that the EMS budget is currently facing underfunded shortages.

Discussion was held regarding the need for expansion of parks and recreation activities for individuals of all ages. It was determined that the hiring of a Parks Program Director was essential to oversee these activities and manage the associated budget. However, the Fiscal Court chose not to hire a Program Director due to financial constraints. The decision not to staff this position rests with the Fiscal Court, as they possess the authority for personnel decisions concerning the Program Director position.

Discussion was held regarding a vacancy within the Jointly funded Planning and Zoning Office for the position of Building Inspector position.

Discussion was held regarding the sanitary sewer line extending from Millersburg Road to the new park. The sewer line being installed for multi-use purposes, exceeding its original intent. Funds initially allocated for the potential water tower project were reallocated to support the sewer project. In May 2024, four options were presented to the City Commission. The combination of a forced main and gravity-fed option was selected, which will supply sanitary sewer services and provide the capacity for up to 858 acres to connect to the sewer line. The initial project cost was estimated at \$2 million, but the scope of the project has since expanded, increasing the cost to \$3.3 million. It was noted that funding from the Cleaner Water initiative must be fully utilized by 2026.

Discussion was held regarding the construction of two multipurpose artificial turf fields at the new park, which are scheduled to begin on February 15th, with an anticipated completion date of October 2025. The project will result in multiple fields being available for simultaneous use. The contract for the development of the two fields is valued at \$7 million, and the fields will be equipped with artificial turf, ensuring that games can continue without cancellations due to inclement weather or wet conditions. The fields will be larger than a standard high school football field, with approximate dimensions of 300 x 500 feet. The design will allow for the simultaneous play of up to 8 soccer games or 6 baseball games.

Discussion was held regarding the completion of the US 460 construction project. It was reported that the Transportation Cabinet has nearly completed the right-of-way acquisition for the Scott County side of US 460 and is currently engaged in negotiations with utility companies to relocate utilities in preparation for the project. The new bridge on Elizabeth Station Road has been completed. Additionally, the installation of red flashing lights at the Centerville 4-way stop has been finalized; however, the lights are currently awaiting activation by Kentucky Utilities.

Discussion was held regarding the Bourbon and Nicholas County Fiscal Court's involvement in the development of a joint industrial park, located just across the county line of Millersburg. Bourbon Fiscal Court has finalized a request for an additional \$4 million for the purpose of excavation on the property. Kentucky Utilities (KU) has been installing the necessary infrastructure to supply adequate water to the Joint Industrial Park and to the City of Millersburg. The Nicholas and Bourbon County Fiscal Courts are both represented on the Bourbon County Joint Economic Development Board concerning the industrial park. The board consists of three representatives from the Nicholas County Fiscal Court and three representatives from the Bourbon County Fiscal Court and they each have their own legal counsel. Dana Boone is responsible for managing the accounts and issuing payments. The industrial park spans a total of 100 acres.

Discussion was held regarding the development of a strategic plan for the City of Paris. The Commission will engage in a workshop focused on exploring future funding opportunities. The workshop will assess the current state of the city and project its status over the next ten years. The input gathered during these sessions will inform the creation of a long-term plan to guide the city's development and initiatives in the coming years. An invitation was extended to the Fiscal Court to attend and participate in the workshop.

A joint meeting has been scheduled for April 3rd at the Paris-Bourbon County Library at 6:00 p.m., during which the budgets for multiple jointly funded agencies will be presented. The City and County will discuss the available funds from both entities to ensure consistency and alignment in the contributions between the two agencies.

A suggestion was proposed by Judge Executive Michael Williams for consideration in the City of Paris strategic plan regarding the potential merging of the City and County governments. No attendees provided comments or feedback on the suggestion.

ADJOURNMENT

Meeting adjourned at 11:47 a.m.

Attest:

Mayor, John A. Plummer

City Clerk, Stephanie Settles



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Second Reading: Ordinance 2025-3; Fiscal Year 2024-2025 Budget Amendment

DEPARTMENT: Finance

RECOMMENDED MOTION: Move to approve Ordinance 2025-3 Fiscal Year 2024-2025 Budget Amendment as presented.

DESCRIPTION: Throughout the fiscal year the staff reviews the budget. As the second quarter comes to a close staff is bringing recommendations forward to amend the annual budget. The proposed amendment includes major expenditures approved by the Commission after the original budget was adopted, recognition of unanticipated revenues such as insurance reimbursement or grant awards, or other changes that have occurred during the fiscal year.

Summaries that reflect changes by department and revenue type have been provided. The changes are not always an increase in needed funding, but can show movement within or between departments. Below is a summary of some of the items of note:

General Fund: The total increase to revenues equals \$1,305,864. The Fire Department saw an increase of \$1,251,125 in loan proceeds related to the purchase of a new fire apparatus approved via municipal order 2024-82. Additionally, the Fire Department received \$47,400 in grant revenues from the Kentucky Fire Commission. The Police Department budget is being amended for insurance proceeds in the amount of \$7,339 associated with vehicle damage repairs. The associated expense and revenue lines have been adjusted for these items.

Utility Fund: The total increase to revenues is approximately \$1,123,294. This amendment captures the reclassification of \$906,990 in credits received from KYMEA on the City's monthly power purchasing invoices. Historically, the revenues remained unrecognized while the Power Plant paid only the net amount of the bill. This amendment recognizes those revenues and allows the Power Plant to record the gross cost of power purchased. Additionally, reimbursements totaling \$205,205 for expenses related to the ongoing US 460 project were received. Insurance proceeds in the amount of \$11,099 associated with Electric Department repairs to a pole damaged by a vehicle collision have been received.

REQUESTED BY:

Name: Brad Oberlander, Finance Director

**CITY OF PARIS
ORDINANCE 2025-3**

AN ORDINANCE OF THE CITY OF PARIS, KENTUCKY AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2024 THROUGH JUNE 30, 2025 ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF PARIS.

WHEREAS, the Board of Commissioners has reviewed the budgetary revenues and expenses for the City of Paris for the 2025 fiscal year.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PARIS, KENTUCKY, that the annual budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025 be amended as follows:

	Year ended 6/30/2025 <u>As of 9/30/2024</u>	Year ended 6/30/2025 <u>Amended Budget</u>
<u>Governmental Funds:</u>		
BEGINNING FUND BALANCE - JULY 1, 2024	\$ <u>10,013,154</u>	\$ <u>9,846,884</u>
<u>Revenues:</u>		
Taxation	1,179,600	1,179,600
Licenses and Permits	7,778,000	7,778,000
Fines and Forfeitures	1,500	1,500
Intergovernmental	644,500	644,500
Municipal Road Aid	215,000	215,000
Fees for Services	495,000	495,000
Miscellaneous Revenues	1,413,510	1,468,249
Loan Proceeds	-	1,251,125
Traditional Bank Note	730,000	730,000
Total Revenues:	<u>12,457,110</u>	<u>13,762,974</u>
TOTAL FUNDS AVAILABLE:	<u>22,470,264</u>	<u>23,609,858</u>
<u>Expenditures:</u>		
Community Partners	1,575,881	1,575,881
Commission	237,200	237,200
General Admin	833,528	833,528
Police Department	4,616,407	4,623,746
Fire Department	3,383,812	4,682,337
Public Works	1,512,452	1,512,452
Maintenance Fund	297,830	297,830
Total Expenditures:	<u>12,457,110</u>	<u>13,762,974</u>
ESTIMATED ENDING FUND BALANCE - JUNE 30, 2025	\$ <u>10,013,154</u>	\$ <u>9,846,884</u>

The foregoing ordinance was introduced and read for the first time ~~6/29/2025~~ ^{6/30/2025} City Commission's ~~Proprietary Fund~~ ^{As of 9/30/2024} regular meeting of January 28, 2025. Read for the second time, adopted and approved at its regular meeting of February 11, 2025.

BEGINNING FUND BALANCE - JULY 1, 2024

Year ended 6/30/2024	Year ended 6/30/2025 Amended Budget
\$ 2,388,757	\$ 2,347,554

Revenues:

Electric	5,745,000	6,651,990
Sewer	2,228,750	2,228,750
Water	2,383,500	2,383,500
Grants:		
CDBG - Convenience/Transfer Station	2,000,000	2,000,000
Commonwealth of Kentucky Appropriation/Transfer Station	1,500,000	1,500,000
Cleaner Water Project	1,956,936	1,956,936
Federal Appropriation / Halo Meters	430,000	430,000
Total Grants	5,886,936	5,886,936
Loan Proceeds:		
CDBG - Convenience/Transfer Station Grant	3,000,000	3,000,000
KIA Water Plant Projects	4,085,000	4,085,000
Fund B KIA - Sanitary Sewer Projects	1,500,000	1,500,000
2025 Potential Fleet Note	155,000	155,000
Additional KIA Request - Water Plant	1,400,000	1,400,000
US 460 Reimbursements	-	205,205
Total Loan Proceeds	10,140,000	10,345,205
Miscellaneous	1,288,929	1,300,028
Transfer Station	140,000	140,000
<i>Total Revenues:</i>	27,813,115	28,936,409

TOTAL FUNDS AVAILABLE:

30,201,872 31,283,963

Expenditures:

CITY OF PARIS, KENTUCKY

Power Production	4,302,042	5,209,032
Electric Distribution	2,289,354	2,300,453
Field Operations:		
Operating Expenditures	1,467,697	1,467,697
Capital Outlay - Millersburg Sanitary Sewer Ext	3,478,248	3,478,248
Capital Outlay - Halo Meters	366,300	366,300
	5,312,245	5,312,245
Water Plant:		
Operating Expenditures	1,338,729	1,338,729
Capital Outlay - Water Plant Projects	4,750,080	4,750,080
	6,088,809	6,088,809
Disposal Plant	1,449,021	1,449,021
Transfer Station		
Operating Expenditures	410,421	410,421
Capital Outlay - Convenience/Transfer Station	4,347,000	4,347,000
	4,757,421	4,757,421
Utility Administration:	1,713,152	1,713,152
Utility Fund	1,901,071	2,106,276
<i>Total Expenditures:</i>	27,813,115	28,936,409

ESTIMATED ENDING FUND BALANCE - JUNE 30, 2025

\$ 2,388,757 \$ 2,347,554

John Plummer, Mayor

Attest:

Stephanie Settles
City Clerk/Treasurer



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Second Reading: Ordinance 2025-4; Amendment to Wastewater Surcharge Rates

DEPARTMENT: Waste Water

RECOMMENDED MOTION: Second Reading of Ordinance 20254- Amendment to Wastewater surcharge rates.

DESCRIPTION: Permitted industries in the City of Paris that discharge waste in exceedance of what is outlined by the city's sewer use ordinance for Biochemical oxygen demand, total suspended solids, and ammonia (B.O.D., T.S.S., and NH₃N) are assessed surcharges. These surcharges are calculated using 3 factors:

1. The total water used or discharged by the permittee during the month.
2. The severity of the exceedance (how much they are over)
3. The surcharge rate for each pollutant exceeded

The wastewater treatment plant (WWTP) is designed to treat these conventional pollutants. The EPA has set average waste levels for these pollutants. The City of Paris accepted the high end of each of these averages for the sewer use ordinance with the following limits and surcharge rates:

POLLUTANT	LIMIT	CURRENT SURCHARGE RATE
1. C.B.O.D.	250 mg/l	.20 per pound over limit
2. T.S.S.	300 mg/l	.20 per pound over limit
3. NH ₃ N	30 mg/l	.17 per pound over limit

The current surcharge rates were established when the WWTP began operation in 1989. The surcharge rates were based on the cost to treat B.O.D., T.S.S. and NH₃N in waste streams at that time. The surcharge rates have not been re-evaluated since 1989. The cost of treatment chemicals, electricity, water, employee salaries and fuel required to treat these same pollutants have all increased considerably in the last 35 years.

In addition to these pollutants, Oil & Grease, and pH discharge are limited by the City of Paris sewer use ordinance. These pollutants had previously been enforced through the state Division of Water-approved pretreatment local limits. The city would order a Notice of Violation and a retest per exceedance following the Code of Federal Regulations (CFR 40). Upon approving the most recent pretreatment local limits, the DOW stated that the city's sewer use ordinance already limited these pollutants, and the City is required to enforce them. Adding a surcharge rate for Oil and Grease and pH will provide additional tools to staff to enforce and ensure permitted industries stay within the limits.

The pH of the wastewater entering the WWTP has a major impact on the treatment. The average pH of the WWTP influent (raw sewer coming in) since June 2024 has been 7.44. The average pH for the WWTP effluent (processed discharge to the creek) was 7.48. The ideal range for excellent treatment is 7.0-7.5. The City has set parameters of pH between 5.5 and 10.0 and if an industry's discharge result is outside of those parameters, staff is recommending a surcharge.

Staff are proposing several amendments to the rates associated with the items discussed above. These adjustments include increasing the surcharge rates for B.O.D, T.S.S., and Nh3N and that Oil & Grease be added to the surcharge list of pollutants. Staff is also proposing adding a flat fee of \$25.00 for any pH discharge outside of the established range by a permitted industry.

These adjustments are intended to reflect the effects of inflation and adjustments to the cost of the treatment over the last 35 years. Attached are the average rates from 15 cities in our region for these pollutants.

Our proposed additions, fees and surcharge rate increases for the City of Paris sewer use ordinance are as follows.

POLLUTANT	PROPOSED ENFORCEMENT
C.B.O.D.	From .20 to .40 per pound over limit
T.S.S	From .20 to .40 per pound over limit
NH3N	From .17 to .75 per pound over limit
Oil & Grease	.29 per pound over limit
Ph	\$25 flat fee per violation

The City currently has 10 industries that are permitted, and this rate only applies to industries that exceed their permitted limits.

Staff is also recommending updating the example formula in 33.603 (D) to reflect the actual formula used by the City of Paris

If approved staff recommends the rates to go into effect March 1, 2025 to allow proper notification to all permitted industries.

REQUESTED BY:

Name: Michael Harris, WWTP Superintendent
Kevin Mayhorn, Assistant City Manager

**CITY OF PARIS
ORDINANCE NO. 2025-4**

**AN ORDINANCE AMENDING THE RATES AND CHARGES FOR USERS OF
WASTEWATER TREATMENT WORKS**

WHEREAS, user rate charges for the wastewater treatment works have not been assessed in over 20 years and are in need of periodic updating;

NOW THEREFORE BE IT ORDAINED BY THE CITY OF PARIS CITY COMMISSION THAT SECTION 33.603 OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

§ 33.603 RATES AND CHARGES

(A) The following schedule of user charge rates shall apply to each user of the wastewater treatment works. This schedule includes rates for OM&R and rates for debt service charges, each based on the volume of metered or estimated water consumption.

WASTEWATER SERVICES

*MONTHLY RATE SCHEDULE**

(*To Become Effective with the 1/1/99 Billing)

<i>OM&R</i>	<i>Debt Service</i>	<i>Total User Chg.</i>	<i>Minimum Bill</i>
<i>Total Gallons</i>	<i>1000 gal.</i>	<i>1000 gal.</i>	<i>1000 gal. = \$10.66</i>

<u>Water Consumption</u>		<u>Rate</u>	<u>Service</u>	<u>Rate</u>	<u>(2,000) gal.</u>
FROM	TO				
0-2,000 gal.		\$2.52	\$2.81	\$5.33	
2,001	5,000 gal.	\$2.52	\$2.81	\$5.33	
5,001	10,000 gal.	\$2.52	\$2.81	\$5.33	
10,0001	25,000 gal.	\$2.52	\$2.81	\$5.33	
25,001	over	\$2.52	\$2.81	\$5.33	

(B) For residential, industrial, institutional, and commercial users, monthly user charges will be based on actual water usage. If a residential, commercial, institutional, or industrial user has a consumptive use of water, or, in some other manner, uses water which is not discharged into the wastewater collection system, the user charge for that contributor may be based on readings of a wastewater meter(s) or separate water meter(s) installed and maintained at the user's expense.

(C) For those users whose wastewater has a greater strength than normal domestic wastewater, a surcharge, in addition to the normal user charge, will be collected.

(1) *Surcharge rates.* The following surcharge rates shall apply to each user of the treatment works that has received permission from the Superintendent or designated authority to contribute excessive strength sewage:

	<u>Surcharge Rates</u>
<u>BOD</u>	<u>\$.20 per pound</u>
<u>SS</u>	<u>\$.20 per pound</u>

—Other pollutants (NH3N)—	\$.17 per pound
<u>C.B.O.D.</u>	<u>\$.40 per pound over limit</u>
<u>T.S.S</u>	<u>\$.40 per pound over limit</u>
<u>NH3N</u>	<u>\$.75 per pound over limit</u>
<u>Oil & Grease</u>	<u>\$.29 per pound over limit</u>

In addition, a \$25.00 fee shall be imposed for any Ph. This fee shall be imposed for each violation.

(2) *Method of billing surcharges.* The excessive strength surcharge shall be based on a formula pursuant to subsection (D) below, with the total applied to the monthly bill of affected users.

(D) *Example formula.* $(A(D-250) + B(E-250) + c(F-25)) \times .00834 \times G = \text{surcharge payment } (\$/\text{Mo.})$
(Pollutant concentration-pollutant limit) x 8.34 x surcharge rate for that pollutant x monthly flow in million gallons

- (1) Where formula components are as follows:
 - (a) Surcharge rate for ~~BOD~~ **CBOD**, in \$/pound.
 - (b) Surcharge rate of ~~SS~~ **TSS**, in \$/pound.
 - (c) Surcharge rate for other pollutant(s) in \$/pound.
 - (d) User's average ~~BOD~~ **CBOD** concentration in mg/l.
 - (e) User's average ~~SS~~ **TSS** concentration, in mg/l.
 - (f) User's average other pollutants concentration, in mg/l.
 - (g) User's monthly flow to wastewater works, per 1,000 gallons.

(2) No reduction in wastewater service charges, fees, or taxes shall be permitted because of the fact that certain wastes discharged to the wastewater works contain less than 250 mg/l of CBOD, 300 mg/l of TSS, or 30 mg/l of other pollutant(s) (NH3N).

The foregoing ordinance shall take effect on March 1, 2025, upon execution and publication.

The foregoing ordinance was introduced and read for the first time as the City Commission's regular meeting of January 28, 2025. Read for the second time, adopted and approved at its regular meeting of February 11, 2025.

 Mayor John A. Plummer

ATTEST:

 City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Second Reading: Ordinance 2025-5; Amendment to Compensation Scale

DEPARTMENT: Human Resources

RECOMMENDED MOTION: Move to approve Ordinance 2025-5 Amendment to the compensation scale.

DESCRIPTION: Staff is making a recommendation of two items related to the Compensation Schedule under Ordinance 2025-5.

Staff is recommending the Operations Compensation Schedule be amended to create a role of Field Operations Equipment Operator in a grade O-4. A proposed job description is attached.

Currently, this function is being borne mainly by the Foreman, with a backup being pulled from other departments, as needed. Staff is making preparations for the future anticipated retirement of the current incumbent, and using this as an opportunity to review the organizational structure to continue to prepare for success. The staff has identified that the creation of a standalone position would be a benefit to ensure this critical function is appropriately covered. The goal would be to have this new position serve as the primary equipment operator while the Foreman/Crew Leader(s) serve as the secondary back up. The staff has compared this proposed organizational structure to other organizations. This position is being slotted equivalent to a Laborer II position in Public Works, which would perform the same level of Equipment Operation tasks. Market conditions of surrounding cities with this same position have also been considered when slotting this role into the pay scale.

Currently, the only structural progression in this Department, outside of moving to a supervisory role, is accomplished through obtaining higher levels of Collections and/or Distribution Licenses. The skills required of an Equipment Operator role are not tied to a certification. Having this position will allow the City to recruit the skill sets needed to perform this function. The current organizational structure has resulted in recruitment challenges for filling this function.

This is not a request for an updated headcount and staff will work within the current budgeted number of full-time positions to fill this need. The estimated annual cost (salary and benefits) of this change is approximately \$8,000 per year as we are seeking to convert a currently approved operator headcount to staff this new position. The current year's anticipated impact of approximately \$3,500, which would be covered in the current year's salary savings.

The second item being recommended is related to the Electric Distribution Department. This proposal does not change the current structure of the Electric Pay Scale but utilizes the current framework, however, future adjustments may be needed to the scales.

The City periodically reviews our compensation levels for various positions in the organization. It has been several years since the City has completed an outside compensation study. However, staff has reviewed the

Kentucky League of Cities surveys, compensation studies completed by other local communities, and has completed some of their own data gathering.

There is a desire to work on addressing compensation holistically for the City but two areas have been identified as having a larger gap compared to current market trends. These two areas include the Electric Distribution and Police. The city has challenges with recruitment and retention with positions at the lower end of the compensation scale and highly technical positions. The below item is being proposed based on various factors, including staffing level and risk, market position, and an identified funding solution.

Based on current staffing within the Electric Distribution department funding can be utilized for a vacant position to adjust the compensation level of the linemen to get closer to the market demand. Employees within this role would be advanced through the current compensation schedule. The future filling of this role would be subject to the annual budget development process and the reconciliation of various priorities. A set timeline for refilling this role has not been identified. There is currently one open position within the department, and by taking this action it will not be filled. There is no proposal to eliminate current staff.

Utilizing the 2024 KLC Survey, the City's current compensation schedule is approximately \$5.00/hr. under the average entry-level rate, and \$4.00/hr. under the average midpoint. In general, the City focuses on other municipalities to serve as our traditional comparison. For roles in this department, the City has additional challenges based on the amount of private-sector competition for this position. Other municipal electric agencies are similarly struggling with staffing challenges based on private sector demands. It is not feasible for the City to judge all of our operations against private sector entities, but in order to continue to attract and retain talent, we must still make efforts to remain as competitive as possible. The private sector is running approximately \$15.00-\$25.00/hr. ahead of the City's rates.

One of the areas for continued review, as we look at the industry standards for this position, is a review of how the compensation scale is structured. In prior discussions related to other roles within the City, there has been a discussion of expanding top-out pay for employees to continue to see progression as years of service and satisfactory performance continue. In the electric industry, there is less of a focus on the longevity factor and more of a focus on "top out" reflecting full performance for a role. There are often much fewer steps in a structure with this focus. Even given the City's current scale, due to market pressure, mainly the top half of the scale is being utilized. This shows a lack of the current structure being suitable for this role, however, staff feels this can be assessed further in a future study.

Using the current scale, if all staff were to "top out" at their current level of performance (Lineman I, II, III, etc.), the current budget could support that adjustment for the remainder of the fiscal year. However, as staff progresses through the levels of expertise in the department, the anticipated annual impact for subsequent fiscal years, even with the elimination of a role, is approximately \$50,000 in salary and benefits. However, it takes staff multiple years to progress through all of the levels in the department.

It is being recommended that staff be slotted further in the current compensation scale as a first step to addressing the market concerns for this position. Any staff member who reaches a maximum of their pay scale is not eligible for any adjustment on their anniversary as other employees receive. Due to the recent storm response and an increase in running the power plant, the overtime for this department is over budget for the year. Projecting overtime in the Electric Department can be challenging and given standard operations and no future major anomalies, staff should be able to address the overtime overage, but this is an area that may need readdressed as the fiscal year finalizes.

REQUESTED BY:

Name: Jacob Barker, Director of Human Resources
Jamie Miller, City Manager

**CITY OF PARIS
ORDINANCE 2025-5**

**AN ORDINANCE RELATED TO THE AMENDMENT OF COMPENSATION
SCHEDULE AND CREATION OF A NEW JOB TITLE**

WHEREAS, the City regularly reviews its system of personnel organization and management that may result in recommended revisions to its job titles and grades;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PARIS, KENTUCKY AS FOLLOWS:

The proposed pay scale and grades attached as Exhibit A incorporated into this Ordinance as is set out in full are adopted as the governing pay scales, steps, and grades for all full time employees of the City of Paris, in accordance with KRS 83A.070, until such time as the City Commission may amend these pay scales, steps, and grades. This ordinance also adopts all positions outlined in the Exhibit.

This Ordinance shall be effective upon the first day of the first pay period following adoption and approval by the Board of Commissioners.

The foregoing Ordinance was read for the first time January 28, 2025 and was read for the second time adopted and approved February 11, 2025.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: First Reading: Ordinance 2025-6; Application of a Neighborhood Revitalization Design Character Overlay - Paris Westside Overlay

DEPARTMENT: City Manager

RECOMMENDED MOTION: No motion required. First reading.

DESCRIPTION: Ordinance 2024-36 was passed in January 2025, which approved a Text Amendment to add Neighborhood Revitalization Design Character Overlay Zones to our code. The creation of this overlay zone designation creates an opportunity for the City to designate additional regulatory requirements for specific areas to help conserve or promote certain visual characteristics. These overlays are intended to improve the quality of the City's environment through identification, conservation, and maintenance. The protection of these areas promote public welfare by making the city a more attractive and desirable place to live and work.

The Paris Bourbon County Joint Planning Agency has worked extensively with the Westside Neighborhood Association over the last several years. Through numerous community engagement sessions, there has been a desire to establish enhanced design standards for the neighborhood.

Attached is an Ordinance establishing the Paris Westside Overlay. A Design Manual which will assist with the implementation of this overlay is also attached.

Some of the major items addressed in the design manual include the minimum wall openings, guidance for porches and entry areas, and guidance on materials. Current non-conforming structures will not be required to make immediate changes. However, if a structure undergoes major and significant rehabilitation, the structure must meet these additional standards and guidelines. With additional standards and guidelines, there is a possibility of additional variance requests.

The Planning Commission recommends approval of this item unanimously. This was heard at the December 19, 2024, Planning Commission meeting. Attached is information considered in the record by the Planning and Zoning Board.

REQUESTED BY:

Name: Michelle Thornsburg, Planning Administrator

**CITY OF PARIS
ORDINANCE 2025-6**

AN ORDINANCE CREATING A NEIGHBORHOOD REVITALIZATION DESIGN CHARACTER OVERLAY (NR) FOR 207 +/- GROSS ACRES, TO PRESERVE EXISTING NEIGHBORHOOD CHARACTER FOR PROPERTIES LOCATED AT 619-623 ATLAS STREET; 788-795 CONNELLY'S ALLEY; 211-316 CURTIS AVENUE; 711-1200 CYPRESS STREET; 211-316 FIELDS AVENUE; 430-625 GANO STREET; 507-610 GOREY AVENUE; 303-543 HANSON STREET; 714-751 HENDERSON STREET; 502-694 HIGGINS AVENUE; 803-863 HORTON DRIVE; 310-616 LILLESTON AVENUE; 511-521 LINCOLN AVENUE; 810-875 LYLESVILLE STREET; 302-324 MARSHALL HEIGHTS; 314-621 MARSHALL STREET; 301-326 PATTERSON STREET; 508-520 PATTON STREET; 232-238 PEARL STREET; 106-150 PINECREST AVENUE; 210-424 SHORT STREET; 757-779 SINGERS ALLEY; 521-522 SPAULDING STREET; 301-316 STEARNS AVENUE; 506-717 THOMAS AVENUE; 227-560 WEST 7TH STREET; 200-585 WEST 8TH STREET; 702-1024 WALKER AVENUE; 602-606 WESTERN WAY; 411-744 WILLIAMS STREET; 626-652 WINDSOR WAY.

WHEREAS, The City of Paris Code of Ordinances provides for Neighborhood Revitalization Design Character Overlays (NR) which permit an opportunity to adopt additional regulatory requirements to help conserve or promote certain visual characteristics of a designated area; and

WHEREAS, such overlays can be enacted to protect or enhance against destruction, degradation, or encroachment upon neighborhoods; protect or enhance areas or places having a special, unique, or distinctive character of aesthetic; protect or enhance architectural or cultural significance that serves as the identity of either a residential neighborhood or non-residential area; encourage the use of existing buildings through adaptive rehabilitation to enhance the diversity and interest of the city; encourage construction that will lead to continuation, conservation, and improvement in a manner appropriate to the scale and physical character of the original building and in harmony with the scale and physical character of the original buildings of the neighborhood through the use of design standards; prevent the creation of environmental influences adverse to such purposes; foster civic pride in the value of accomplishments of the past; promote the educational, cultural, economic, and general welfare of the people, or to create a new character in an area that has been designated for redevelopment; and

WHEREAS, in or around 2019 a neighborhood group, known as the Westside Neighborhood began working with various community partners on projects and programs with the goal of revitalization and protection of their neighborhood; and

WHEREAS, the Westside Neighborhood is one of the most diverse neighborhoods in the City of Paris and over 50% of housing units are not owner-occupied; and

WHEREAS, approximately 66% of structures in this area were built before 1970 indicating that neighboring properties are aging; and

WHEREAS, the average home value in this neighborhood is lower than the City of Paris average; and

WHEREAS, over recent years, the Paris-Bourbon County Planning Commission staff have identified several blighted, abandoned, and dilapidated properties in this neighborhood and several units in need of repair; and

WHEREAS, EHI Planning Consultants were retained to assist in the development of a Strategic Action Plan for this neighborhood, which was developed over 3 years and included over 50 neighborhood and public meetings; and

WHEREAS, part of the Strategic Action Plan for the neighborhood recognizes “cohesive communities also report higher level of safety and security, community activity, and emotional health and well-being.” and some of their stated goals include fighting blight, attracting and creating a mixed income neighborhood, expanding homeownership, and enhancing rental options; and

WHEREAS in or around 2021-2022, a Revitalization District working committee was established to discuss the development of an overlay district; and

WHEREAS, letters of invitation for these meetings were mailed out to residents and property owners; and

WHEREAS, several neighborhood meetings were held to discuss revitalization standards for the Community, in which EHI Planning Consultants and Planning Staff prepared a Design Manual for the Community; and

WHEREAS, the design manual desires to protect the historical integrity of the Westside Neighborhood, create a “sense of place”, and ensure the overall aesthetic character of construction is compatible with the character of the neighborhood; and

WHEREAS the design standards and guidelines are intended to enhance the neighborhood’s overall value and appearance, improve the overall quality and promote well-designed projects be integrated in the community, and ensuring compatibility with surrounding structures; and

WHEREAS, the progress of the development of the Overlay District has been discussed at City Commission meetings on at least seven occasions and numerous meetings of the Planning Commission over the last 4 years and has been a regular topic of discussion among both bodies, and

WHEREAS, at a Public Hearing which concluded on December 19, 2024, the Planning Commission recommended a Neighborhood Revitalization Design Character Overlay (NR) for 207 +/- gross acres for various properties and for the implementation of certain design standards; and

WHEREAS, the City of Paris Board of Commissioners agrees with the recommendation of the Planning Commission; and

WHEREAS, the memo of recommendation and the minutes with the Planning Commission recommendation are attached and incorporated by reference.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PARIS, KENTUCKY AS FOLLOWS:

Section 1. The Zoning Ordinance of the City of Paris be amended to show a Neighborhood Revitalization Design Character Overlay (NR) to 207 +/- acres for properties consisting of the following streets and addresses:

619-623 Atlas Street;
788-795 Connelly's Alley;
211-316 Curtis Avenue;
711-1200 Cypress Street;
211-316 Fields Avenue;
430-625 Gano Street;
507-610 Gorey Avenue;
303-543 Hanson Street;
714-751 Henderson Street;
502-694 Higgins Avenue;
803-863 Horton Drive;
310-616 Lilleston Avenue;
511-521 Lincoln Avenue;
810-875 Lylesville Street;
302-324 Marshall Heights;
314-621 Marshall Street;
301-326 Patterson Street;
508-520 Patton Street;
232-238 Pearl Street;
106-150 Pinecrest Avenue;
210-424 Short Street;
757-779 Singers Alley;
521-522 Spaulding Street;
301-316 Stearns Avenue;
506-717 Thomas Avenue;
227-560 West 7TH Street;
200-585 West 8TH Street;
702-1024 Walker Avenue;
602-606 Western Way;
411-744 Williams Street; and
626-652 Windsor Way;

being more fully described and identified in Exhibit "A" which is attached and incorporated by reference.

Section 2. This NR Overlay will be known as the Paris Westside Overlay and subject to the following restrictions.

Design Standards:

- a) Minimum Wall Openings (applicable to single-family detached, duplexes and multi-family)
 - a. Minimum of 10 percent (10%) of the wall plan (surface) on each elevation (front, side and rear) of new construction to have windows, doors, and/or vented openings, unless such openings violate Building code for fire protection. (Excludes any new construction with a wall plan area of less than 150 square feet, chimneys, and side walls of dormers).
- b) Front Porches & Entry Areas (applicable to new construction of single-family detached, duplexes and multi-family)
 - a. New construction includes front porch constructed of materials compatible with the original structures material, architectural style, and design.
 - b. Uncovered wood decks or porches which do not include a permanent roof overhead are prohibited along the front façade.
 - c. Front porch columns include a minimum of 4” square, 4 column front (siding variant), 3-column front (brick variant).

This Ordinance shall take effect upon its publication.

The foregoing Ordinance was read for the first time on February 11, 2025, and was read for the second time adopted and approved _____.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk

eh **Environmental Health**
333 W. 42nd St., 9th Fl.
New York, NY 10018
www.environmentalhealth.org





PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Municipal Order 2025-5; Change Order (#2): W Principles - Solid Waste and Recycling Depot
DEPARTMENT: Public Works

RECOMMENDED MOTION: Move to approve Municipal Order 2025-5 for Change Order # 2 to W. Principles and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents for a total increase in the contracted amount of \$15,135.15

DESCRIPTION: On February 27, 2024, the City Commission approved the award of the construction of the Solid Waste and Recycling Depot to W. Principles in the amount of \$3,758,000.

On December 10, 2024, the City Commission approved Change Order #1 as a deduct to the contract in the amount of \$16,928.25.

As the project is coming close to a conclusion, we have identified some additional items that were not included in the original plans but are now considered necessary. These changes are outlined below:

Lettering on the building and metal strapping for linear panels: \$6,326.15

Upgrade to epoxy flooring in the office area: \$8,809.00

The total for the change orders is \$15,135.15

These items have already been reviewed and approved by the Audit Committee, but staff is seeking final approval.

The new contract total will be \$3,756,206.90

The project is within budget. Staff anticipates there may be some final change orders on small items as the project draws to a close. Staff is still targeting spring for a facility opening, with the only major item outstanding being the asphalt paving.

REQUESTED BY:

Name: Mike Smith, Public Works Superintendent
Jamie Miller, City Manager

**CITY OF PARIS
MUNICIPAL ORDER NO. 2025-5**

**A MUNICIPAL ORDER APPROVING A CHANGE ORDER TO THE 2024
AGREEMENT WITH W. PRINCIPLES**

WHEREAS, the City approved entering into an agreement for construction of the solid waste and recycling depot with W. Principles on February 27, 2024.

WHEREAS, The City of Paris approved Change Order #1 as a deduct to the contract in the amount of \$16,928.25 on December 10, 2024.

WHEREAS, The City of Paris has determined it is in the best interest of the project to approve Change Order #2 as an increase in the amount of \$15,135.15 based on modifications of line items in the project.

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the finalizing of Change Order 2 with W. Principles. and that the Mayor, City Manager, and City Clerk are authorized to finalize and execute all necessary documents.

Enacted at the City Commission's regular meeting of February 11, 2025.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Municipal Order 2025-6: Paymentus Master Service Agreement Amendment

DEPARTMENT: Administration

RECOMMENDED MOTION: Move to approve Municipal Order 2025-6 and authorize the Mayor, City Manager, and City Clerk to execute Amendment No. 1 to Paymentus Master Service Agreement.

DESCRIPTION:

In 2023, staff began reviewing expansion of payment options. Staff review included participants from Utility Billing, Administration, and the City Clerk/Treasurer. Staff reviewed multiple web-based programs such as Paymentus, KLC Quick Pay, and Arista Information Systems. The program that stood out as the most compatible, user-friendly, and what met the department requirements was Paymentus. Many of the other programs would have required the purchase of several programs to reach the desired goal.

In December 2023, Commission approved Municipal Order 2023-37 for the Master Service Agreement with Paymentus. This service will allow expanded payment options for our customers. Paymentus offers a large variety of updated features for the customers including online QuickPay, customer portals, automated phone payments, Ebilling, outbound customer notifications, payments at large retail locations, and in-person payments at the City Municipal building. Staff has been working through the implementation of Paymentus and an amendment is needed to the Master Service Agreement related to transaction fees.

The current online transaction fee for Electronic Checks is \$1.00 up to \$10,000.00 and Card transactions have a fee of \$3.50 up to \$300.00. The signed MSA shows a maximum Utility payment of \$750.00. While staff was seeking to increase the credit card limit, the goal was not to reduce the limit of the Electronic Check. The addendum clarifies that the new online transaction fees once the system is implemented will be Electronic Checks \$1.00 with a maximum transaction limit of \$10,000 for Utility payments and \$25,000 for Non Utility payments and a transaction of \$3.25 for credit cards with a maximum transaction of \$800.00. No rates or other terms are changing to clarify this.

Staff recommends approval of the addendum which will increase the maximum ACH/Echeck payment amount for utility from \$800 to \$10,000. Staff further recommends execution of the attached amendment.

REQUESTED BY:

Name: Merissa Williamson, Grants and Purchasing Manager

**CITY OF PARIS
ORDER NO. 2025-6**

**A MUNICIPAL ORDER APPROVING AN AMENDMENT TO AN
AGREEMENT WITH PAYMENTUS, INC**

WHEREAS, on March 14, 2024, the City entered into an agreement with Paymentus Inc., concerning professional services in the form of electronic payment processing; and

WHEREAS, the City desires to amend its existing agreement with Paymentus, Inc., to increase the utility maximum payment limit to \$10,000 with an ECheck/ ACH payment. The initial proposal addressed by the City on December 12, 2023 detailed the utility maximum payment limit to be \$800.

NOW THEREFORE, be it ordered by the Board of Commission of the City of Paris, Kentucky that the City's Agreement with Paymentus, Inc., be amended to increase the utility maximum payment limit to \$10,000 with an ECheck/ ACH payment as reflected in Amendment 1, and authorize the Mayor, City Manager, and City Clerk to execute any necessary documents to complete this transaction.

Enacted at the City Commission's regular meeting of February 11, 2025.

Mayor, John A. Plummer

ATTEST:

City Clerk, Stephanie Settles



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Municipal Order 2025-7; Personnel Order - Internal Transfer: Public Works

DEPARTMENT: Human Resources

RECOMMENDED MOTION: Move to approve Municipal Order 2025-7 for the transfer of full time employee Dakota Ginter from E911 to Public Works at the pay grade of O2-3.

DESCRIPTION: Mr. Ginter will be filling a newly created position set to open up in January 2025 as authorized and approved as part of the current fiscal year budget for the department.

Mr. Ginter previously spent one year in the Public Works Department prior to a transfer to E911, where he has served for the past five months. During the posting and interview process for the new Public Works position, Mr. Ginter expressed interest in returning to his previous role at the same rate of pay as when he left. This was agreed upon by the two departments and the new position has been granted to Mr. Ginter subject to the final approval of this Commission.

REQUESTED BY:

Name: Scott Toadvine, Police Captain
Mike Smith, Superintendent Public Works
Jacob Barker, HR Director

**CITY OF PARIS
MUNICIPAL ORDER NO. 2025-7**

**A MUNICIPAL ORDER APPROVING THE TRANSFER OF DAKOTA GINTER FROM
E911 TO PUBLIC WORKS.**

WHEREAS, Dakota Ginter expressed interest and applied for a return to the position during an external application process;

WHEREAS, Dakota Ginter stood out amongst those interviewed as a suitable fit for the department;

WHEREAS, Dakota Ginter previously spent one year in the Public Works Department prior to his transfer to Dispatch. Mr. Ginter expressed a desire to return to Public Works while we were actively interviewing candidates for an opening, and the Departments agreed to the transfer.

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the transfer of Dakota Ginter to the position of Public Works Laborer I effective January 27th, 2025.

Enacted at the City Commission's regular meeting of February 11th, 2025.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Municipal Order 2025-8; Personnel Order - New Hire: Field Operations

DEPARTMENT: Human Resources

RECOMMENDED MOTION: Move to approve Municipal Order 2025-8 for the full time hire of Jarred Lasorsa to the position of Field Operations trainee, pay scale O2-1.

DESCRIPTION: Mr. Lasorsa has been working within the Field Operations Department as a temporary employee of Luttrell Staffing for the last three months. The City has now met its contractual requirement with Luttrell Staffing. Based on his performance and at the recommendation of the Department, staff is requesting that Mr. Lasorsa transition from a temporary to a full time position.

The position he has been filling was created due to attrition in 2024 and is not a new position. This position is authorized in the current budget.

REQUESTED BY:

Name: Micheal Myneer, Superintendent Field Operations
Jacob Barker, HR Director

**CITY OF PARIS
MUNICIPAL ORDER NO. 2025-8**

**A MUNICIPAL ORDER APPROVING THE FULL TIME HIRE OF JARRED LASORSA
TO THE POSITION OF FIELD OPERATIONS TRAINEE.**

WHEREAS, Jarred Lasorsa has been working in the position as an employee of Luttrell Staffing for the previous three months.

WHEREAS, Jarred Lasorsa has consistently met performance and attendance expectations as set forth by the department and City policy.

WHEREAS, the City of Paris has met it's contractual obligations to Luttrell Staffing and will be moving forward with the permanent full time hire of Jarred Lasorsa to the position to which he is currently filling as a temporary employee.

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the full time hire of Jarred Lasorsa to the position of Field Operations Trainee effective February 17th, 2025.

Enacted at the City Commission's regular meeting of February 11th, 2025.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Municipal Order 2025-9; Personnel Order - New Hire: E911

DEPARTMENT: Human Resources

RECOMMENDED MOTION: Move to approve Municipal Order 2025-9 for the full time hire of Caitlyn Barrett to the position of E911 Dispatcher without Certification, pay scale P3-1.

DESCRIPTION: Ms. Barrett will be filling a position created by attrition in 2024.

Ms. Barrett stood out among those that applied and were interviewed due to her desire to learn and her positive attitude. She has done several ride alongs within the Dispatch Department and comes highly recommended by the staff she sat with.

She has successfully passed all screening requirements for the position and her hire is contingent upon the approval of this Commission.

REQUESTED BY:

Name: Scott Toadvine, Police Captain
Jacob Barker, HR Director

**CITY OF PARIS
MUNICIPAL ORDER NO. 2025-9**

**A MUNICIPAL ORDER APPROVING THE FULL TIME HIRE OF CAITLYN
BARRETT TO THE POSITION OF E911 DISPATCHER, UNCERTIFIED.**

WHEREAS, Caitlyn Barrett applied and was interviewed for the position during an open posting period for the position;

WHEREAS, Caitlyn Barrett has stood out amongst those interviewed for the position;

WHEREAS, Caitlyn Barrett is recommended to the position by the department;

NOW THEREFORE, be it ordered by the City Commission of the City of Paris, Kentucky to approve the full time hire of Caitlyn Barrett to the position of E911 Dispatcher, Uncertified, effective February 12th, 2025.

Enacted at the City Commission's regular meeting of February 11th, 2025.

CITY OF PARIS, KENTUCKY

John A. Plummer, Mayor

ATTEST:

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Surplus Request: Electric Department, Substation Transformer

DEPARTMENT: Electric

RECOMMENDED MOTION: Move to approve the surplus of a substation transformer and authorize the Mayor, City Clerk, and City Manager to execute any necessary documents.

DESCRIPTION: The Electric Department is requesting permission to surplus one substation transformer. The transformer is a 2500KVA General Electric unit acquired with the Vine Substation when the City purchased the KU distribution system over 20 years ago. The transformer was evaluated as too small to carry the load serviced by the Vine Sub and was replaced with the 5000KVA unit now in service. It has been stored on a concrete pad within the substation since 2011.

Due to its age, size and condition, it has no current or future useful purpose for the City. Staff recommends this item be sent for surplus first by electronic bid and listing the transformer on [GovDeals.com](https://www.govdeals.com). In accordance with Statute 82.083 (5), if the City receives no bids for the property via the electronic auction, the property will be disposed of, consistent with the public interest. Staff will reach out directly to known vendors. Appropriately equipped vendors would be required to ensure proper transport and potential disposal of the material.

REQUESTED BY:

Name: Aaron Sparkman, Electric Superintendent

CITY OF PARIS - NOTICE OF SURPLUS EQUIPMENT

As authorized by KRS 82.083(3)(a) and other applicable law, the City of Paris declares the following miscellaneous equipment as surplus pr

[illegible]

roperty:

DISPOSAL METHOD:

[illegible]



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Contract Approvals and Ratification

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve and ratify the listed contracts and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

DESCRIPTION: The contracts or agreements below are under the threshold that would require City Commission approval, or are authorized under a prior project, order, or policy. The staff is seeking approval or ratification of such agreements.

Contracts are available for inspection at the City Clerk's office upon request.

Vendor	Contractual Item	Amount
Kentucky Division of Waste Management	Documents for the Kentucky Pollution Discharges Elimination System (KPDES) and Permit for the Solid Waste and Recycling Depot	N/A

REQUESTED BY:

Name: Jamie Miller, City Manager



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Payment of Invoices: General and Utility Fund

DEPARTMENT: Finance

RECOMMENDED MOTION: Move to approve the payment of invoices for General Fund in the amount of \$109,174.40 and Utility Fund in the amount of \$461,363.10.

DESCRIPTION: Attached is the summary of invoices for the General Fund (\$109,174.40) and Utility Fund (\$461,363.10). Both claims reports include data from the period of January 18, 2025 through February 1, 2025.

Notable disbursements from the General Fund include: \$11,666.62 to Casa of Lexington for the City's July 2024 - January 2025 funding contributions, \$5,946.00 to Hubbard Mechanical for gas furnace repairs at Fire Station 1, \$8,353.78 to Morton Salt Inc. for road salt, and \$18,930.00 to Welsh Welding LLC for training tower upgrades.

Notable disbursements from the Utility Fund include: \$351,587.54 to KYMEA for December monthly power purchases, \$8,365.00 to Snapp Fab LLC for repairs to the WWTP clarifier, \$8,475.00 to Stuart C Irby Co. for an electrical supply inventory restock, and \$11,530.21 to Western Pacific Storage Solutions for a tax refund that was erroneously paid to the City by the Department of Revenue, which we then disbursed back to the customer.

REQUESTED BY:

Name: Brad Oberlander, Finance Director

City of Paris
General Fund - Claims Report
February 11, 2025

<u>CK Number</u>	<u>Vendor</u>	<u>CK Date</u>	<u>CK Amount</u>
12725	Amazon Capital Services	1/27/2025	51.99
13125	Amazon Capital Services	1/31/2025	171.56
51593	Ascap	1/24/2025	445.00
51594	AT&T Mobility - (6463)	1/24/2025	629.11
51595	AT&T OneNet	1/24/2025	10.71
51596	Bourbon County Sheriff	1/24/2025	1,092.83
51597	CHARTER COMMUNICATIONS	1/24/2025	124.98
51598	City Tire Of Paris	1/24/2025	40.00
51599	Columbia Gas Of Kentucky	1/24/2025	734.83
51600	Directcare Family Health Pllc	1/24/2025	20.00
51601	Eads Hardware	1/24/2025	1,055.36
51602	Galls, LLC	1/24/2025	2,473.44
51603	Global Water Technology	1/24/2025	200.00
51604	Hopewell Museum	1/24/2025	1,000.00
51605	KOI	1/24/2025	308.06
51606	Lowes Business Acct/Synco	1/24/2025	34.50
51607	Mitchell's Garage LLC	1/24/2025	26.45
51608	O'reilly Auto Parts	1/24/2025	29.44
51609	ODP Business Solutions, LLC	1/24/2025	491.67
51610	Southern Communications & Consultants	1/24/2025	203.09
51611	Standard Business Machines	1/24/2025	149.39
51612	Stericycle Inc.	1/24/2025	70.24
51613	Unifirst Corporation	1/24/2025	73.20
51614	VALVOLINE	1/24/2025	367.09
51615	VC3, INC.	1/24/2025	8,460.06
51616	Visa	1/24/2025	8,077.26
51617	ADIL PROPERTIES LLC	1/30/2025	116.63
51618	America's Bravest Equipment Company	1/30/2025	3,250.00
51619	AT&T - 5019	1/30/2025	1,559.59
51620	AT&T Mobility - (6463)	1/30/2025	2,177.61
51621	Autozone	1/30/2025	1,882.45
51622	JAMES LEE BAILEY	1/30/2025	166.73
51623	BLUEGRASS BUSINESS HEALTH	1/30/2025	39.00
51624	JACOB EDWARD BUTTS	1/30/2025	160.50
51625	Casa Of Lexington	1/30/2025	11,666.62

City of Paris
General Fund - Claims Report
February 11, 2025

<u>CK Number</u>	<u>Vendor</u>	<u>CK Date</u>	<u>CK Amount</u>
51626	JUSTIN COBURN	1/30/2025	125.83
51627	Galls, LLC	1/30/2025	543.97
51628	Grainger	1/30/2025	241.69
51629	Greatamerica Financial Svcs	1/30/2025	81.98
51630	Highbridge Spring Water Co.	1/30/2025	247.65
51631	Hillyard Kentucky	1/30/2025	526.90
51632	HUBBARD MECHANICAL	1/30/2025	5,946.00
51633	JOHN PRUITT	1/30/2025	715.00
51634	KRONOS SAASHR, INC	1/30/2025	1,235.35
51635	KU	1/30/2025	12,521.01
51636	L&W EMERGENCY EQUIPMENT	1/30/2025	190.00
51637	LUTTRELL STAFFING GROUP	1/30/2025	1,527.20
51638	ALLISON NICOLE MORRIS	1/30/2025	178.26
51639	Morton Salt, Inc.	1/30/2025	8,353.78
51640	Municipal Equipment Company	1/30/2025	120.24
51641	O'reilly Auto Parts	1/30/2025	812.40
51642	ODP Business Solutions, LLC	1/30/2025	153.83
51643	PEACOCK DEVELOPMENT LLC	1/30/2025	21.40
51644	Riley Oil Company	1/30/2025	2,973.38
51645	Standard Business Machines	1/30/2025	480.25
51646	The Citizen Advertiser	1/30/2025	1,442.00
51647	Tire Discounters	1/30/2025	692.88
51648	Transamerica Employee Benefits	1/30/2025	1,845.73
51649	JOHN TUBBS	1/30/2025	291.09
51650	Unifirst Corporation	1/30/2025	282.64
51651	VALVOLINE	1/30/2025	312.95
51652	Vance's Law Enforcement	1/30/2025	721.00
51653	Visa	1/30/2025	137.08
51654	Vogelpohl Fire Equipment, Inc	1/30/2025	163.52
51655	Welsh Welding LLC	1/30/2025	18,930.00

Total General Fund Claims - \$ 109,174.40

City of Paris
Utility Fund - Claims Report
February 11, 2025

<u>CK Number</u>	<u>Vendor</u>	<u>CK Date</u>	<u>CK Amount</u>
12425	KYMEA	1/24/2025	351,587.54
13125	Amazon Capital Services	1/31/2025	72.37
59422	Arista Information Systems, Inc	1/24/2025	4,424.90
59423	AT&T OneNet Service	1/24/2025	4.76
59424	Brenntag Mid-South, Inc	1/24/2025	1,782.00
59425	CHARTER COMMUNICATIONS	1/24/2025	204.99
59426	CHARTER COMMUNICATIONS	1/24/2025	329.98
59427	City Tire Of Paris	1/24/2025	25.00
59428	Columbia Gas Of Kentucky, Inc.	1/24/2025	221.90
59429	Eads Hardware	1/24/2025	126.90
59430	GCP ENVIRONMENAL SOLUTIONS	1/24/2025	3,863.00
59431	Hayes Pipe Supply, Inc	1/24/2025	2,940.50
59432	Kentucky Rural Water Association, Inc.	1/24/2025	2,880.00
59433	Kentucky811	1/24/2025	648.00
59434	LITRELL BROTHERS TREE SERVICE	1/24/2025	8,000.00
59435	Living Waters Co., Inc.	1/24/2025	489.44
59436	Lowe's Business Acct/SYNCB	1/24/2025	34.50
59437	Newgen Strategies & Solutions	1/24/2025	1,800.00
59438	Snapp Fab LLC	1/24/2025	8,365.00
59439	STERICYCLE	1/24/2025	17.56
59440	Stuart C. Irby Co.	1/24/2025	8,475.00
59441	Unifirst Corporation	1/24/2025	219.69
59442	USA Blue Book	1/24/2025	209.33
59443	VC3 INC	1/24/2025	4,650.13
59444	Visa	1/24/2025	4,855.45
59445	Water Solutions Unlimited, Inc	1/24/2025	3,432.00
59446	WESTERN PACIFIC STORAGE SOLUTIONS	1/24/2025	11,530.21
59447	AT&T - 5019	1/30/2025	181.94
59448	Autozone Inc	1/30/2025	51.99
59449	Brenco	1/30/2025	220.97
59450	CHARTER COMMUNICATIONS	1/30/2025	129.98
59451	CITCO WATER	1/30/2025	1,880.00
59452	City of Paris	1/30/2025	35.29
59453	Environmental Compliance Sol	1/30/2025	1,500.00
59454	GreatAmerica Financial Servs	1/30/2025	81.98

City of Paris
Utility Fund - Claims Report
February 11, 2025

<u>CK Number</u>	<u>Vendor</u>	<u>CK Date</u>	<u>CK Amount</u>
59455	Kentucky Rural Water Association, Inc.	1/30/2025	225.00
59456	KOI	1/30/2025	17.84
59457	KRONOS SAASHR, INC	1/30/2025	212.82
59458	KU - KENTUCKY UTILITIES	1/30/2025	10,428.73
59459	LITTRELL BROTHERS TREE SERVICE	1/30/2025	4,800.00
59460	Luttrell Staffing, Inc.	1/30/2025	3,111.66
59461	Rumpke of Kentucky Inc.	1/30/2025	11,350.11
59462	Transamerica Employee Benefits	1/30/2025	597.97
59463	Unifirst Corporation	1/30/2025	300.27
59464	Water Solutions Unlimited, Inc	1/30/2025	3,432.00
59465	Ziegler Tire & Supply	1/30/2025	<u>1,614.40</u>
Total Utility Fund Claims -			<u>\$ 461,363.10</u>



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: February 11, 2025

AGENDA ITEM: Easement Request: Kentucky Utilities

DEPARTMENT: Assistant City Manager

RECOMMENDED MOTION: Move to approve the utility right-of-way easement as presented, granting Kentucky Utilities the right to access and use the designated area for the purpose of installing, operating, and maintaining electric infrastructure. This easement is subject to the terms and conditions outlined in the agreement, and is in the best interest of public service continuity and infrastructure development.

DESCRIPTION: Staff met with Nathan Adkins, a representative for Kentucky Utilities (KU), to discuss the request for a proposed easement. Mr. Adkins presented a plan to install a new HV Transmission Line, 40 new steel structures, and switches 2.6 miles from Millersburg to Paris running parallel to Millersburg Road. This project will allow for more reliable electric service in this area.

This easement request is for a 30' right of way running parallel with US HWY 68, crossing the Wastewater Treatment Plant and Soccer Field Properties and consists of 0.456 acres. KU originally proposed to pay a one-time fee of \$4,788.00 to the City of Paris for the Right of way easement.

This was previously brought to commission for discussion on November 12, 2024. At that time, the commission tasked staff with evaluating the feasibility of supplying power to the City-owned Wastewater Treatment Plant and New Solid Waste-Recycling Depot. After extensive review, including infrastructure and voltage compatibility considerations, staff concluded that the associated cost outweigh the potential savings over approximately 31 years. Therefore, staff does not recommend pursuing this option.

KU has increased their offer from a one-time payment of \$4,788.00 to a one-time payment of \$6,840.00.

Following a site visit and review of the proposed easement with KU, staff, and the City Attorney, it is deemed that granting the easement is in the best interest of public service continuity and infrastructure development.

REQUESTED BY:

Name: Kevin Mayhorn, Assistant City Manager