



**PARIS CITY COMMISSION
SPECIAL MEETING AGENDA**

525 High Street Paris, KY 40361
Commission Chambers – Room 121
Tuesday, April 29, 2025 - 9:00 AM

1. CALL TO ORDER

2. ROLL CALL

3. APPROVE MINUTES

- A. Joint City & County Budget Workshop: April 3, 2025
- B. Joint City & County Joint Workshop: April 18, 2025
- C. Regular Meeting - April 22, 2025

4. CONSENT AGENDA

- A. Proclamation; National Skilled Nursing Care Week

5. REGULAR AGENDA

- A. City Manager Position

6. EXECUTIVE SESSION

- A. Executive session pursuant to KRS 61.810(1)(f) for discussion which might lead to the appointment, discipline or dismissal of an individual employee.

7. POTENTIAL ACTION

- A. Potential Action (if any)

8. ADJOURNMENT



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: Joint City & County Budget Workshop: April 3, 2025

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve April 3, 2025 Joint City & County Budget Workshop minutes as presented.

DESCRIPTION: April 3, 2025 Joint City & County Budget Workshop minutes were approved by the Fiscal Court on April 24th, 2025. Staff is requesting the Board of Commissioners to accept the minutes prepared and transcribed by the Fiscal Court.

REQUESTED BY:

Name: Stephanie Settles, City Clerk

**JOINT BUDGET WORKSHOP
BOURBON COUNTY FISCAL COURT
CITY OF PARIS
PARIS-BOURBON COUNTY PUBLIC LIBRARY
PARIS, KENTUCKY
April 3, 2025
6:00 pm**

HONORABLE: JUDGE MICHAEL R. WILLIAMS

CITY MANAGER: JAMIE MILLER

PARIS MAYOR: JOHN PLUMMER

**MAGISTRATES: SCOTT WELLS, KRISTAL CAMERON, TODD EARLYWINE, HENRY LOVELL,
LEWIS STUBBLEFIELD, BART HORNE**

COMMISSIONERS: WALLIS BROOKS, TIM GRAY, SHARON FIELDS, STAN GALBRAITH

Others in Attendance: Kathleen Stone (Court Clerk), Pat Conley (Citizen News), Lindsey Stewart (Attorney), Dana Boone (Bourbon Co. Treasurer), Dana Mingua (Deputy Judge), Gordon Wilson (EDA Director), Tom Cook (EDA Assistant), Tony Asbury (Bourbon Co. Sheriff), Myron Thomas (Paris Police Chief), Michelle Thornsburg (Planning Administrator), Mark Burden (Director Narcotics Task Force), Scott Toadvine (E-911 Dispatch)

Judge Williams sounded the agenda @ 6pm

Welcome message and introductions

Judge Williams called meeting to order passed out copies of agenda items, also copies of the agreement with the Fiscal Court. He explained that we are just sharing information, no voting, meeting approved months ago. We need to work together to do what is best for our community. We will be going in the order that is on the agenda and you will be able to ask questions. Before we start, a couple of announcements. The Ribbon Cutting event for the opening of Hinkston Creek Boat Ramp in Millersburg was postponed and will take place April 11, 2025 at 11:00am. This is the official opening of the ramp. Regarding the county park on Millersburg Rd, we need to submit a request for Federal Budget FY 2026 budget. Congressman Barr asks that City officials send letters, and also county officials to send letters in support of the park for this FY 2026 budget, by April 23, 2025. If you have questions about sending letters just let me know.

BLUEGRASS NARCOTICS TASK FORCE (BNTF)

Mark Burden, Director of the Bluegrass Narcotics Task Force presented budget request presentation to the city and county. Task force was started January 2018 by inter-local agreement. We partner with Paris Police, Cynthiana, Bourbon, and Harrison Co. Agencies. Introduced seasoned detectives. They are passionate about getting drugs off the street. Listed local law enforcement partners, FBI, KY State police, etc. Three Prong approach entails enforcement, Community engagement, and Prosecution. Major drugs of focus: Fentanyl, Heroin, Crack, etc. With drug arrests we find guns, money, and drug paraphernalia. Money found goes to commonwealth attorney and. 2 milligrams of fentanyl can kill a person. Crimes associated with drugs, thefts, assaults, robberies, carjacking, shootings, and deaths. Detective Burden went over some major prosecutions this past year. Offenders traffic enough fentanyl to kill everyone in Harrison County. Death investigations, they had criminal charges both in Bourbon and Harrison counties. Involved in a lot of Community involvement. Training, 40 hour in-service training every year saves money. Force Multiplying, \$400,000 (4 detectives) \$50,000 office staff, \$20,000 equipment, \$40,000 investigative expense, \$16,000 liability insurance. Thank you for your service, you are doing a great job!

During the February 13, 2025, BNTF Board Meeting, the board voted to support the task force, with each participating agency committing \$20,000.00 for operational expenses.

PARIS-BOURBON COUNTY JOINT E-911 BOARD

Scott Toadvine – Gave budget report for E-911

Brad Oberlander, CPA started the presentation of budget request – Call Volume Analysis 9,514 emergency calls 2021, 7,805 2024. Revenue sources City/ Fiscal Court Contributions. State CMRS Revenues, Land Line Revenues are on a decline. Landlines have a \$3.00 service fee. 2019 \$181,566 2023 \$217,000. CMRS up 101,260. Total Income trends city and county are making up for decreases. Salaries and Benefits have gone up, inflation, Operating expenses, Major equipment purchases. Our wages are low, we get them trained and then they leave for higher pay.

Capital Outlays, major equipment. Always looking for grants to supplement costs. Our Cash Balance has declined from 2020 \$452,116 to 2024 \$7,191. City and FC contributions 12,000 increase. Requesting \$966,600 divided between city and county. 2021 Financial Impact, upgrade of phone systems. Challenges coming up - Land line revenue, CMRS revenue, Net Revenue Gap, Cash balance low for 2025. Strategic recommendations – Increase funding, update fee structure, etc. Emergency calls in take.

Stan Galbraith- how many FTE's do we have? Jaime - There are 9, 11 are authorized. We get a check quarterly.

Jamie Miller – requested budget would get them back

Stan Galbraith– estimated budget number 77%

Brad, some capital improvements coming in. Two major projects, 10-8 system and total phone helps dispatcher with calls. We will apply for grant for total phone, we will have to hold off if grant does not come through.

CONTINUED - PARIS-BOURBON COUNTY JOINT E 911 BOARD

Stan – people, when they call they want, fire, police, EMS etc. It's hard to fund it all. We have to come with a new stream of revenue. Judge Williams we need new Radio Dispatch System at a cost of \$80,000. Old outside alarm system is antiquated, hard to get parts. Technology gets old quick. We either pay for keeping it current and working properly, or we don't have it.

Requested contribution from City and County for FY2026 is \$483,020.00.

PARIS-BOURBON COUNTY JOINT EMS BOARD

City of Paris Fire Chief Duffy - Not increasing anything, not increasing manpower, we are fully staffed now. We do need more trucks. Transporting 70% of our calls to Lexington. This leaves us short of vehicles here where we need it. If you call 911 in county, transferred 450 calls out of 800 calls. Ties up trucks 2-3 hours depending on locations and transfers. 20% go to UK. 14% go to other hospitals. We do not get reimbursed for everything. Bourbon Co transfers can take 45 min to 1 hour. Emergency crew deployed 2019 \$662 per run now 2025, \$934 per run. Personnel Investment Training is costly. Training is costly with a lot of hours, then they can't be left alone for a time. New truck prices have doubled, and they have to be ordered 2-3 years out. We Bill insurance \$1,300 per run, we collect \$376. If the patient is Medicaid or Medicare we cannot bill for them. We must provide the service whether patient can pay or not, whether they have insurance or not. Shuffling patients resets insurance. New transport stair chairs cost 12,000 a chair. Shortfalls keep popping up from Medicare, Medicaid, insurance companies.

Cash Balance and Sustainability is dropping over the years. FY 2025 deficit \$110,852 vs FY2019 deficit \$40,431. Total Operating expenses \$1.8M to 2.4M. Estimated funding needed for 2026 \$1,367,020. Not a lot of money coming in to operate, while still providing services. Gaps, outstanding accounts receivables 2019 337,884 to 2025 1,123,103. It takes insurance companies 180 days to review cases. We have started billing just to do service call, whether patient goes to hospital or not. Kristal – can you refuse call, Duffy - no we cannot refuse call.

Duffy - We only do pre-authorizations after calls. We bill the patients not the hospitals. We do not want to tell calls that we do not have a truck to send for their emergency.

Judge Williams - Do we want to go on or postpone meeting until another day.

Sharon Fields – yes please postpone meeting, Library lights are on a timer and they will go out on us. Everyone is okay with scheduling another session at another determined date.

Gordon Wilson wants to pass out their documents ahead of the next meeting. EDA will present at the next determined meeting.

Judge Williams and Jamie Miller will coordinate the date and time for the next joint meeting to wrap up the final presentations.

Requested contribution from City and County for FY2026 is \$683,510.00.



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: Joint City & County Joint Workshop: April 18, 2025

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve the April 16, 2025 Joint City & County Budget Workshop minutes as presented.

DESCRIPTION: April 16, 2025 Joint City & County Budget Workshop minutes were approved by the Fiscal Court on April 24th, 2025. Staff is requesting the Board of Commissioners to accept the minutes prepared and transcribed by the Fiscal Court.

REQUESTED BY:

Name: Stephanie Settles, City Clerk

JOINT BUDGET WORKSHOP (Part II)
For 2025 to 2026 FYE
BOURBON COUNTY FISCAL COURT
CITY OF PARIS
PARIS-BOURBON COUNTY PUBLIC LIBRARY
PARIS, KENTUCKY
April 16, 2025
6:00 pm

HONORABLE: JUDGE MICHAEL R. WILLIAMS

CITY MANAGER: JAMIE MILLER

PARIS MAYOR: JOHN PLUMMER

MAGISTRATES: HENRY LOVELL, LEWIS STUBBLEFIELD,

COMMISSIONERS: WALLIS BROOKS, SHARON FIELDS, STAN GALBRAITH

Others in Attendance: Kathleen Stone (Court Clerk), Paul Gibson (Citizen News), Dana Boone (Bourbon Co. Treasurer), Dana Mingua (Deputy Judge), Gordon Wilson (EDA Director), Michelle Thornsburg (Planning Administrator)

Judge Williams sounded the agenda @ 6pm

Welcome message and introductions

CONTINUATION APRIL 16, 2025 @ 6PM, PARIS-BOURBON COUNTY LIBRARY

Judge Williams - We will attempt to move through quickly, let's get started. We are finishing up what we started. We lost some of our audience, thank you for being here. Kathleen will take minutes and share in two separate meeting minutes.

PARIS-BOURBON COUNTY JOINT ECONOMIC DEVELOPMENT BOARD

Gordon- Industrial Expansions, Elkay invested \$10 million and 50 startup 50 jobs, Send-cut-Send 105 employees with 6.6 million invested, Divine Spirits Invested 6.5million and will bring 50 to 100 jobs, and Green Lightning invested 5 million and 50 jobs and will exceed up to 200 jobs over 3 years. This information is on our website. Showed map of available sites at industrial park.

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CONTINUED - PARIS-BOURBON COUNTY JOINT ECONOMIC DEVELOPMENT BOARD

Internal 2025 expansions – CMWA has Toyota mandated expansions coming, Kentucky Smelting. These businesses will keep growing and expanding.

EDA projects showed Green Lightning Civil Plan, Elkay/Circusil projects, Send Cut Send is working 7 days a week and growing so fast. Hunt Brother's pizza 10 freezer storage locations across the United States.

Divine Spirits is on target with construction and opening at the end of year.

KYDOT D-7 Bethlehem Road preliminary plan for round-a-bout and alignment of Bethlehem Road. There are Grant opportunities that we've applied for future corridor from Bethlehem Road to the Houston Oaks Clubhouse.

Displayed of tweaks with Round-a-bout. We received a letter of support from Mitch McConnell and Andy Barr.

Industrial Park Phase 1 Map, went over existing businesses.

EDA Connector Road all the land is now commercial for businesses to build and open.

Industrial Park Pond put out trees.

We have an available 20 Acre lot between Hunt Brother's and Circusil.

Kentucky American Water

Capital Expenditures

Working on Street light installation for Industrial Park

Brad Oberlander – One time transaction, looking to pay down outstanding mortgage, around \$400,000.

Cash in some CD's. No changes in a lot of the expenditures.

Account 6800 \$3,000 to 6,000 add another \$1,500, pay extra on debt.

CMWA may be the largest manufacturer of wheels in America

Requested contribution from City and County for FY2026 is \$151,557.00, this amount was the same as last year. There was no increase in funding requests from FY2025.

BOURBON COUNTY JOINT PLANNING COMMISSION

Michelle Thornsburg – Houston Oaks drive and Lindsay Way alone had

Divine Spirits pulled their demolition permits, currently working with architectures and engineers on hazardous work that needs to be done.

Everything went up except budget and payroll

Magnolia Trace will do 22 Townhomes, we just approved phase 3A, the city sewer need to be upgraded.

Developer will have to work with the city to get this upgraded.

Ball homes is cranking on homes on Lindsay Way, then moving on to Hannah Way

Budget Graphs and Increased Expenses

Code Enforcement Board time to appoint new Council

Office equipment, needed two new computers

Software increased due to upgrades

Proposed Budget – not asking for anymore. Projected Revenues \$55,000.00, using \$64,274 of P&Z reserves.

CONTINUED - BOURBON COUNTY JOINT PLANNING COMMISSION

Sharon Fields – Where do the reserves come from?

Brad - We want to keep cash balance at \$152,000 that's where the reserves come from.

City and County agreed paying for the comp plan work. Year to year P&Z has changed.

Requested contribution from City and County for FY2026 is \$176,184.00. This amount was the same as last year. There was no increase in funding requests from FY2025.

Henry Lovell – Where are we to date on revenues? Brad – we are at \$58,000

Gordon W – Next Thursday industry spotlight day with the Cabinet for Economic development, around 9:00am we are visiting/touring to several businesses at Industrial Park. If anyone would like to join contact Gordon Wilson

JOINT PARKS AND RECREATION BOARD

Brad O – Proposed budget, \$193,000 expenses maintenance part time salaries are higher. Operating side trying to keep operating expenses down. No significant change. \$12,000 in budget for the county fair, nothing in the budget for fireworks. Contracts with youth baseball \$40,000 cover that contract. Expenditures are allocated out per park. \$35,000-\$42,000 for maintenance for parks. Mowing contracts \$31,000 in 2024 went up to \$44,000 for 2025.

Requested contribution from City and County for FY2026 is \$193,925.00.

Chairman Wallace - two open appointments need to be filled for the Board

Judge Williams - The board does make every effort to keep expenses down. All of these six entities are city employees or county employees. Each entity will reach consensus after they each finish these budgets. All County and City officials have agreed to work together to finish budgets.

Paul Gibson – What's the timeline for budget approvals.

Judge Williams - Varies with each entity. State law says county needs approved budget by midnight June 30 each year. Bourbon County always has always had their budget in place over the years. We're spending other people's money, so we want to do it right.

Adjourn at 7:02pm

*All Joint Budget Workshop documents are available upon request.



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: Regular Meeting - April 22, 2025

DEPARTMENT: City Clerk

RECOMMENDED MOTION: Move to approve the April 22, 2025, minutes as presented.

DESCRIPTION: April 22, 2025 regular meeting minutes.

REQUESTED BY:

Name: Stephanie Settles, City Clerk

CALL TO ORDER

The Board of Commissioners met in regular session at 9:00 a.m. viewable on Facebook live at www.facebook.com/cityofparisky on April 22, 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, Sharon Fields; Commissioner, Stan Galbraith.

Absent: Commissioner, Tim Gray.

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

APPROVE MINUTES

Motion by Galbraith, seconded by Fields, the motion unanimously carried, approving the April 8, 2025, meeting minutes as presented.

ORDINANCES

First Reading of Ordinance 2025-12 related to a third quarter budget amendment was read by Jamie Miller and Bryan Beaman.

CONSENT AGENDA

Motion by Plummer, seconded by Brooks, the motion unanimously carried approving Resolution 2025-6 for the approval of the Municipal Road Aid Program Agreement Funding Agreement and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

Motion by Plummer, seconded by Brooks, the motion unanimously carried approving additional authority under the requested bid and for the 36-month subscription service GCP Environmental Solutions to the amount of \$3,863.00 per month and authorizing the Mayor, City Manager and City Clerk to execute any necessary documents.

Motion by Plummer, seconded by Brooks, the motion unanimously carried approving the road encroachment request of the proposed 3K and 5K route and the assistance of the Police Department on May 4, 2025, for the Paris Elementary School Grayhound Color Run.

Motion by Plummer, seconded by Brooks, the motion unanimously carried approving the payment of invoices for General Fund in the amount of \$251,528.56 and Utility Fund in the amount of \$257,658.88.

REGULAR AGENDA

Motion: Move to approve Municipal Order 2025-28 regarding a partial sewer tap fee waiver and authorize the Mayor, City Manager, and City Clerk to execute all necessary documents.

By: Brooks

Second: Fields

Yes: Plummer, Brooks, Fields, Gray, Galbraith

No: None

Abstain: None

Motion by Brooks, seconded by Plummer, and unanimously carried to approve a waiver of fees totaling \$428.00, plus \$28.00 per ton for any amount exceeding four tons, for a dumpster to be used in the Cedar Heights Cemetery clean-up on April 26, 2025.

Motion by Brooks, seconded by Galbraith, the motion unanimously carried approving financial reports as presented, reflecting General Fund revenues of \$10,574,774 with expenses of \$9,886,582 and Utility Fund revenues of \$14,461,709 with expenses of \$14,400,218.

City Manager Miller discussed her resignation and formally announced her departure date as June 13, 2025. The Commission accepted the resignation and advised her to complete the top five priorities she had identified by that date and, to the best of her ability, continue addressing smaller priorities as time allows. Additional meetings may be required

to determine the next steps and to plan for the transition to a new City Manager. The Board of Commissioners expressed their appreciation to City Manager Miller for her hard work and the significant improvements she brought to the role.

REPORTS

Betty Ann Allen, Tourism Director
Extended appreciation to City Manager Jamie Miller for her service.
Discussed the status of the upcoming ArtWalk event scheduled for Friday.
Highlighted Paris is for Horse Lovers activities during Derby Week.
Discussed Bourbon County Whiskey House, has an event scheduled during derby week when attendees can meet the owners of multiple local farms.

Allyson Wellman, Chamber of Commerce
Announced a ribbon cutting on May 21 for a new business, Bourbon Confectionery, featuring candy, fudge, and ice cream.
Shared that the Kentucky Chamber of Commerce Bootcamp will be held in Bowling Green, and planning to attend.

Mike Smith, Public Works
Reported that the Transfer Station project is progressing. A ribbon-cutting ceremony is planned for Saturday, May 31 (time to be determined).

Cindy Sommers, Bourbon County Occupational License Administrator
Noted updates to her position and job description and encouraged the city to continue efforts in collections.

Brad Oberlander
Discussed closure of unneeded bank accounts will be brought forward at a future meeting.
Provided an update on the recent Investment Committee meeting, which included recommendations for the closure of certain bank accounts.

Jamie Miller, City Manager
Reminded attendees that ArtWalk will take place on Friday.
Gave updates on the YMCA and the relocation of the Transfer Station project.
Announced the Employee Appreciation Lunch scheduled for May 7.
Noted recent changes to Facebook video storage policies; future meeting recordings will be on a YouTube channel.

Paul Gibson, Citizen Advertiser
Extended appreciation, on behalf of the Citizen Advertiser, to City Manager Jamie Miller for her dedicated service, transparency, and promptness during her tenure. It is hoped that these qualities will continue through the transition to a new City Manager.

EXECUTIVE SESSION

Motion by Galbraith, seconded by Brooks, the motion unanimously carried approving that the Board of Commissioners exit the regular session and enter into executive session pursuant to KRS 61.810(1)(c) for discussion of pending litigation against the City of Paris at 9:57 a.m.

Motion by Fields, seconded by Brooks, the motion unanimously carried approving that the Board of Commissioners exit the executive session and resume regular session at 10:12 a.m.

POTENTIAL ACTION

No discussion was held upon resuming regular session.

ADJOURNMENT

Motion by Brooks, seconded by Plummer, the motion unanimously carried to adjourn the meeting at 10:12 a.m.

John A. Plummer, Mayor

Stephanie Settles, City Clerk



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: Proclamation; National Skilled Nursing Care Week

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve the proposed proclamation and authorize the Mayor to execute the document.

DESCRIPTION: The City has received a request for a proclamation recognizing May 11-17th 2025 as National Skilled Nursing Care Week.

REQUESTED BY:

Name: Tom Davis thru Jamie Miller, City Manager

Proclamation

City of Paris, Kentucky

WHEREAS, we honor and respect out elders and citizens of any age with physical or intellectual disabilities who reside in skilled nursing care centers in Paris and Bourbon Conuty; and

WHEREAS, skilled nursing care centers throughout our area are holding a celebration and activities in observance of National Skilled Nursing Care Week May 11-17th, 2025, using this year's theme of "Tapestry of Life," and,

WHEREAS, I urge all citizens to virtually visit or call a loved one, family member or friend residing in any care setting and offer a kind word and spend time participating in various virtual activies to unite those from all walks of life in need of our continuing love and support; and,

WHEREAS, my administration is committed to quality health care, we take this moment to embrace the essence of the theme "Together Through the Seasons." Let's join all residents, patients, caregivers, nurses, other staff and volunteers in celebrating this special week; and,

NOW THEREFORE: I, John A. Plummer, Mayor of the City of Paris, by virtue of the authority vested in me, and in recognition of the National Skilled Nursing Care Week hereby proclaim the week of May 11th -17th , 2025, in the City of Paris, KY as:

National Week of Skilled Nursing Care

In witness whereof I have hereinto set my hand and caused this seal to be affixed.

Signature _____
Mayor, John. A. Plummer

Attest _____
Date _____



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: City Manager Position
DEPARTMENT: Board of Commissioners

RECOMMENDED MOTION:

DESCRIPTION: The Board of Commissioners will convene to discuss and take action regarding the next steps relating to the recent acceptance of the City Manager's resignation.

REQUESTED BY:

Name: Board of Commissioners



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: Executive session pursuant to KRS 61.810(1)(f) for discussion which might lead to the appointment, discipline or dismissal of an individual employee.

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to approve that the Board of Commissioners exit the regular session and enter into executive session pursuant to KRS 61.810(1)(f) for discussion which might lead to the appointment, discipline or dismissal of an individual employee.

DESCRIPTION: Executive session pursuant to KRS 61.810(1)(f) for discussion which might lead to the appointment, discipline or dismissal of an individual employee.

REQUESTED BY:

Name: Jamie Miller, City Manager



PARIS CITY COMMISSION AGENDA ITEM

Commission Meeting Date: April 29, 2025

AGENDA ITEM: Potential Action (if any)
DEPARTMENT: Board of Commissioners

RECOMMENDED MOTION:

DESCRIPTION: Following the executive session, the Board of Commissioners may take action as deemed necessary based on the discussions held. Any decisions or motions resulting from the executive session will be made in the resumed regular session and recorded in the official meeting minutes. If no action is taken, the meeting will proceed to adjourn.

REQUESTED BY:

Name: Board of Commissioners