

**RICHMOND CITY COMMISSION
MINUTES
REGULAR MEETING
JULY 28, 2020
VIA ZOOM TELECONFERENCE
CITY OF RICHMOND, KY COMMUNITY INFORMATION FACEBOOK
PAGE
6:00 PM**

TAKE NOTICE that for the present, the Board of Commissioners for the City of Richmond will continue to meet in accordance with the schedule for its regular monthly meetings and remain in compliance with all applicable statues and regulations. In view of the COVID -19 pandemic, however, and in an effort to prevent the spread of that virus, the public can view the meetings as they occur on the City's Community Information Facebook page. Anyone wishing to address the City Commission may submit comments on any topic or agenda item electronically to the City Clerk at lcassity@richmond.ky.us. The Agenda for the meetings can also be found on the city website. Citizens may also phone City Hall at (859) 623-1000 ext 1103 to provide a comment about an agenda items or concern if a computer is unavailable.

Mayor Blythe called the meeting to order at 6:00 p.m.

**PRESENT: Commissioner Brewer, Grant, McDaniel, Morgan and Mayor Blythe
ALSO PRESENT: Rob Minerich: City Manager, Lisa Cassity: City Clerk and Tyler Johnson: Community Development and Media Coordinator, Tyler Frazier: City Attorney, Scott Althaus: Richmond Utilities, Taylor Six: Richmond Register Newspaper, Althea Causey: Human Resources Department, Kelley McBride and Nancy Crewe: Madison County Health Department, Susan Lillis: Section 8 Housing Director**

Presentations:

- 1) Madison County Health Department 90th Anniversary Proclamation

Executive Session- Per KRS 61.810 (1) (c) Potential Litigation and Per KRS 61.810 (1) (f) Personnel at 6:10 p.m.

Motion: Commissioner McDaniel

Seconded: Commissioner Brewer

VOTING:	YES	NO
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	
Mayor Blythe	x	

Out of Executive Session at 6:14 p.m.

Motion: Commissioner McDaniel

Seconded: Commissioner Grant

VOTING:	YES	NO
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	
Commissioner Brewer	x	
Mayor Blythe	x	

No Action Taken

Minute Approval:

- 1) Regular Commission Meeting held on July 14, 2020 at 6:00 p.m.
- 2) Workshop Meeting held on July 21, 2020 at 9:30 a.m.

Motion: Commissioner McDaniel

Seconded: Commissioner Brewer

VOTING:	YES	NO
Commissioner McDaniel	x	
Commissioner Morgan	x	
Commissioner Brewer	x	
Commissioner Grant	x	
Mayor Blythe	x	

Ordinance 20-14: An Ordinance Enacting and Adopting Supplements to the Code of Ordinances for the City of Richmond, Kentucky.

Second Reading

Read by City Clerk

Motion: Commissioner Brewer

Seconded: Commissioner Grant

VOTING:	YES	NO
Commissioner Morgan	x	
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	
Mayor Blythe	x	

Order 20-82: An Order of the City of Richmond Appointing a Member to the Architectural Review Board.

Read by City Clerk

Motion: Commissioner Morgan

Seconded: Commissioner McDaniel

VOTING:	YES	NO
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	

Mayor Blythe x

Order 20-83: An Order of the City of Richmond Accepting a Resignation by a Park Security Officer in the Police Department.

Read by City Clerk

Motion: Commissioner Brewer

Seconded: Commissioner Grant

City Manager mentioned that the Parking Enforcement Officer will be picking up these additional duties while not actively patrolling the downtown area. This leaves 1 full time and 2 part time park security employees.

VOTING:	YES	NO
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	
Commissioner Brewer	x	
Mayor Blythe	x	

Order 20-84: An Order of the City of Richmond Reappointing Members to the Ethics Board.

Read by City Clerk

Motion: Commissioner McDaniel

Seconded: Commissioner Morgan

VOTING:	YES	NO
Commissioner McDaniel	x	
Commissioner Morgan	x	
Commissioner Brewer	x	
Commissioner Grant	x	
Mayor Blythe	x	

Order 20-85: An Order of the City of Richmond, Kentucky Approving a Mural Placement Agreement between the City of Richmond and Community Trust Bank, Inc.

Read by City Attorney

Motion: Commissioner Grant

Seconded: Commissioner McDaniel

City Manager mentioned that this is no cost to the city and the bank has even offered to donate funding for the supplies.

VOTING:	YES	NO
Commissioner Morgan	x	
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	

Mayor Blythe x

Order 20-86: An Order of the City of Richmond for Creation of the Water Street Mural and Allocating Funding Out of the Contingency Fund.

Read by City Attorney

Motion: Commissioner Brewer

Seconded: Commissioner McDaniel

City Manager advised the commission that this expense wasn't budgeted for, however since the Millstone Festival has been cancelled the city would use some of that funding to cover this mural.

Commissioner Morgan questioned if the ECU Keen Johnson building and Glyndon Hotel was trademarked.

VOTING:	YES	NO
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	
Mayor Blythe	x	

Order 20-87: An Order of the City of Richmond Awarding a Bid for Veteran's Center Roof Project and Allocating Funding out of the Contingency Fund.

Read by City Manager

Motion: Commissioner McDaniel

Seconded: Commissioner Brewer

VOTING:	YES	NO
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	
Commissioner Brewer	x	
Mayor Blythe	x	

Order 20-88: An Order of the City of Richmond, Kentucky Extending the Suspension of an Employee Pending Further Review of Events.

Commissioner Morgan announced that he recused himself from Order 20-88.

Read by City Clerk

Motion: Commissioner McDaniel

Seconded: Commissioner Grant

Commissioner Brewer questioned why the city can't bring the employee back in a different capacity. City Manager advised the commission it's in the best interest of the city that the employee stay off work until review is resolved.

VOTING:	YES	NO
Commissioner McDaniel	x	
Commissioner Morgan	abstained	
Commissioner Brewer	x	
Commissioner Grant	x	
Mayor Blythe	x	

Order 20-89: An Order of the City of Richmond Accepting a Resignation by an Employee in the Finance Department.

Read by City Clerk

Motion: Commissioner Morgan

Seconded: Commissioner McDaniel

VOTING:	YES	NO
Commissioner Morgan	x	
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	
Mayor Blythe	x	

Order 20-90: An Order of the City of Richmond Hiring an Employee in the Finance Department.

Read by City Clerk

Motion: Commissioner McDaniel

Seconded: Commissioner Brewer

Mayor Blythe questioned how this employee was hired so quickly with just accepting the resignation in the same meeting. City Manager responded that the employee that resigned had verbally expressed a notice of resignation prior to having it in writing for this meeting. So, him and the Human Resource Department responded quickly to assist with the department shortfall.

VOTING:	YES	NO
Commissioner Brewer	x	
Commissioner Grant	x	
Commissioner McDaniel	x	
Commissioner Morgan	x	
Mayor Blythe	x	

Public Comments- One Comment was submitted to the City Clerk

Departmental Reports-

1. Section 8 Housing Department- Susan Lillis (Attached)

Ms. Lillis requested approval to send Cares Act funding on safety upgrades and remodeling to the office. She explained that the department received \$88,000.00 based on 2018-2019 services rendered by the department. She described

purchases such as vinyl chairs, workstations for applicants, non-touch hand dryers and cosmetic upgrades such as painting, etc.

City Manager asked that the department use the funding appropriately with multiple quotes on items.

Commission asked if the air conditioner or air quality in the office could be improved in the office with the funding.

City Manager’s Report

1. Covid19 Update- City continues to monitor the possibility of closing city offices to appointment only due to spike in cases. There were 21 cases reported today for Madison County.
2. Announced a plat was submitted to Planning & Zoning by Buc-ee’s Travel Center to be located off exit 83 Duncannon Lane. The property will include over 100 gas pumps with a large store.
3. Paving List- finalizing in the next 2 weeks

Board of Commissioner’s Discussion

Grant- No report

Brewer-

1. Working group for ECU and Madison County Historical Society. He requested that citizens be able to also serve within the group or to submit input.
2. Questioned ventilation concerns with the Section 8 Housing office and requested that the city even consider ultraviolet light for city hall building.

Morgan-

1. With Covid19 cases increasing in the community he questioned if citizens have access to hand sanitizer and washing stations in the parks. City Manager responded that all the restrooms are open to the public with proper supplies.
2. Requested the city considering creating a Economic Master Plan just like the Comprehensive Plan and Parks Master Plan.

McDaniel- No report

Mayor Blythe-

1. Noted that he’s been eating out to help the local businesses and during his meals he said that servers are distressed. The employees and businesses tell him it’s hard to maintain a float with little customers. He encouraged citizens to visit local restaurants and help the local shops.

Adjournment at 6:55 p.m.

Motion: Commissioner McDaniel


Seconded: Commissioner Brewer

VOTING:	YES	NO
Commissioner Grant	x	

Commissioner McDaniel x
Commissioner Morgan x
Commissioner Brewer x
Mayor Blythe x



MAYOR

ATTEST: 

City Clerk