

**CITY OF CARROLLTON  
COUNCIL MEETING  
CITY HALL**

**FEBRUARY 8, 2021  
7:00 P.M.**

**PRESENT:**

**MAYOR: ROBB ADAMS**

**COUNCIL: KEVIN CRAIG  
HAYLEY FRANKLIN  
MIKE GORDON  
DWIGHT LOUDEN**

**ATTORNEY FOR CITY: JAKE THOMPSON  
CITY CLERK-TREASURER: MELINDA WRIGHT-MOORE  
POLICE CHIEF: MIKE WILLHOITE  
DISPATCH SUPV: GREG BECK  
MAIN ST. DIRECTOR: SAM BURGESS**

**PRESS: LOGAN KUNSELMAN/ THE NEWS DEMOCRAT**

**ABSENT: COUNCILMAN JEFF DICKOW  
COUNCILMAN DOUG HILL  
PUBLIC WORKS SUPV RON KNIGHT  
CARROLLTON UTILITIES BILL OSBORNE  
TOURISM MISTY WHEELER  
FIRE CHIEF MIKE TERRELL  
CCCDC DIRECTOR SHELBY MILES**

**CALL TO ORDER:**

THE MEETING WAS CALLED TO ORDER AT THE HOUR OF 7:01 P.M. BY MAYOR ADAMS. COUNCILMAN LOUDEN OFFERED THE INVOCATION. MAYOR ADAMS LED THE PLEDGE OF ALLEGIANCE.

**RECOGNITION OF GUESTS:**

DOUG SANDERS, APPLIED DIGITAL SOLUTIONS, INC  
MARK GALLUS, APPLIED DIGITAL SOLUTIONS, INC

**APPROVAL OF MINUTES: REGULAR MEETING: 01/25/2021**

THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO ACCEPT THE MINUTES AS PRESENTED FOR THE REGULAR MEETING OF 01/25/2021.

**AYES                      4                      NAYS                      0**

**APPROVAL OF FINANCIAL STATEMENT**

THE MOTION WAS MADE BY COUNCILWOMAN FRANKLIN AND SECONDED BY COUNCILMAN LOUDEN AND DULY CARRIED TO APPROVE THE FINANCIAL STATEMENT.

AYES 4 NAYS 0

**APPROVAL OF ACCOUNTS PAID/PAYABLE 01/27/2021 - 02/09/2021**

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO APPROVE THE ACCOUNTS PAID/PAYABLE 01/27/2021 THROUGH 02/09/2021.**

AYES 4 NAYS 0

**1<sup>st</sup> READING: ORDINANCE #2021-01: AN ORDINANCE UPDATING THE CITY'S PAY/CLASSIFICATION PLAN**

MAYOR ADAMS SAID THERE WERE A FEW CHANGES TO ORDINANCE #2021-01 WHICH REQUIRES HAVING A SECOND 1<sup>st</sup> READING.

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILWOMAN FRANKLIN AND DULY CARRIED TO HAVE THE 1<sup>st</sup> READING OF ORDINANCE #2021-01: AN ORDINANCE UPDATING THE CITY'S PAY/CLASSIFICATION PLAN**

AYES 4 NAYS 0

ATTORNEY FOR THE CITY, JAKE THOMPSON, READ THE ORDINANCE.

SECOND READING WILL BE AT THE FEBRUARY 22<sup>nd</sup> COUNCIL MEETING.

ATTORNEY FOR THE CITY, JAKE THOMPSON, EXPLAINED THE PREVIOUS ORDINANCE HAD A TYPO FOR THE PAY CLASSIFICATION FOR THE FIRE CHIEF. ALSO THE PART TIME CODE ENFORCEMENT OFFICER POSITION WAS CHANGED FROM N/A TO A 28.

**AWARD BID FOR THE MULTIPLE ERGONOMIC WORK STATIONS**

MAYOR ADAMS INFORMED COUNCIL THAT EVANS, XYBIX, AND WATSON SUBMITTED BIDS FOR THE MULTIPLE ERGONOMIC WORK STATIONS. THE BASE PRICE SUBMITTED BY EVANS WAS \$62,895.97. OPTION 1- THREE WORK STATION CHAIRS WAS \$7,308.21 AND OPTION TWO- STORAGE CABINETS WAS \$741.69. THE TOTAL BID FROM EVANS WAS \$70,918.87. THE BASE PRICE SUBMITTED BY XYBIX WAS \$48,199.34. OPTION 1- THREE WORK STATION CHAIRS WAS \$4,779.60 AND OPTION TWO- STORAGE CABINETS WAS \$5,139.50. THE TOTAL BID FROM XYBIX WAS \$59,902.46. THE BASE PRICE SUBMITTED BY WATSON WAS \$39,272.20. OPTION 1- THREE WORK STATION CHAIRS WAS \$5,925.00 AND OPTION TWO- STORAGE CABINETS WAS \$2,317.50. THE TOTAL BID FROM WATSON WAS \$47,514.70.

GREG BECK, DISPATCH SUPERVISOR, SAID EVEN THOU WATSON HAS THE LOWER BID XYBIX HAS A BETTER QUALITY PRODUCT. MR. BECK STATED HE CALLED XYBIX INQUIRING IF THEY COULD PURCHASE THE BRAND OF 24/7 CHAIRS DISPATCH IS WANTING. XYBIX SAID THAT WOULD NOT BE A PROBLEM AND GAVE MR. BECK A QUOTE OF \$9,552 FOR THREE WORK STATION CHAIRS. MR. BECK RECOMMENDED ACCEPTING THE BID FROM XYBIX IN THE AMOUNT OF \$64,674.86 TO INCLUDE OPTIONS ONE WITH THE UPGRADED CHAIRS AND OPTION TWO.

COUNCIL QUESTIONED THE RECOMMENDATION.

MIKE WILLHOITE, POLICE CHIEF, SAID WATSON DID NOT MEET THE BID SPECIFICATIONS AND THAT'S WHY THEIR BID IS LOWER.

MAYOR ADAMS RECOMMENDED THAT COUNCIL SHOULD ACCEPT THE BID OF \$64,674.86 FOR THE MULTIPLE ERGONOMIC WORK STATIONS TO INCLUDE OPTION ONE

WITH THE UPGRADED CHAIRS AND OPTION TWO FOR THE STORAGE CABINETS FROM XYBIX, CONTINGENT UPON GRANT APPROVAL.

**THE MOTION WAS MADE BY COUNCILWOMAN FRANKLIN AND SECONDED BY COUNCILMAN LOUDEN AND DULY CARRIED TO ACCEPT THE BID OF \$64,674.86 FOR THE MULTIPLE ERGONOMIC WORK STATIONS TO INCLUDE OPTION ONE WITH THE UPGRADED CHAIRS AND OPTION TWO FOR THE STORAGE CABINETS FROM XYBIX, CONTINGENT UPON GRANT APPROVAL.**

**AYES 4 NAYS 0**

**AWARD BID FOR THE VOICE RECORDING SYSTEM**

MAYOR ADAMS INFORMED COUNCIL THAT APPLIED DIGITAL SOLUTION, INC SUBMITTED A BID IN THE AMOUNT OF \$83,351.70 AND STEPHEN CAMPBELL SUBMITTED A BID IN THE AMOUNT OF \$69,327.90 FOR THE VOICE RECORDING SYSTEM.

MR. BECK SAID BOTH BIDS MET THE MINIMUM SPECS. BOTH BIDS INCLUDED A FIVE YEAR WARRANTY, SERVICE, AND SUPPORT PLAN HOWEVER STEPHEN CAMPBELL'S BID INCLUDED SUPPORT MONDAY – FRIDAY FROM 9 A.M. TO 5 P.M. FOR REMOTE SUPPORT AND MONDAY – FRIDAY FROM 8 A.M. TO 6 P.M. FOR ONSITE SUPPORT PLUS A \$275 PER HOUR CHARGE FOR SUPPORT SERVICES PROVIDED OUTSIDE BUSINESS HOURS. APPLIED DIGITAL SOLUTION, INC'S SUPPORT PLAN IS "24/7/365" FOR REMOTE AND ONSITE SUPPORT SERVICES. THE WARRANTY, SERVICE, AND SUPPORT PLAN IS GRANT ELIGIBLE. MR. BECK RECOMMENDED ACCEPTING THE BID FROM APPLIED DIGITAL SOLUTION, INC IN THE AMOUNT OF \$83,351.70.

THERE WAS DISCUSSION REGARDING THE DIFFERING WARRANTY AND SUPPORT PLANS, AND THE NECESSITY FOR CONTINUOUS SUPPORT TO BE PROVIDED FOR THE RECORDING SYSTEM.

MAYOR ADAMS RECOMMENDED THAT COUNCIL SHOULD ACCEPT THE BID OF \$83,351.70 FOR THE VOICE RECORDING SYSTEM FROM APPLIED DIGITAL SOLUTION, INC, CONTINGENT UPON GRANT APPROVAL.

**THE MOTION WAS MADE BY COUNCILMAN GORDON AND SECONDED BY COUNCILMAN CRAIG AND DULY CARRIED TO ACCEPT THE BID \$83,351.70 FOR THE VOICE RECORDING SYSTEM FROM APPLIED DIGITAL SOLUTION, INC, CONTINGENT UPON GRANT APPROVAL.**

**AYES 4 NAYS 0**

**EIP 50-50 GRANT PORTION OF EIP FUNDING**

MAYOR ADAMS SAID AT THE LAST MEETING HE REQUESTED COUNCIL TO REVIEW THE EIP ORDINANCE. ALSO, THERE ARE THREE EIP APPLICATIONS NEEDING A DECISION. MAYOR ADAMS ASKED COUNCIL IF THEY WANTED TO CHANGE THE EIP ORDINANCE, KEEP THE ORDINANCE THE SAME, OR SUSPEND THE PROGRAM. COUNCILMAN LOUDEN SAID THE PROCESS OF APPROVING EIP APPLICATIONS IS NOT BEING FOLLOWED AS THE ORDINANCE IS WRITTEN. THERE WAS SOME DISCUSSION.

DISCUSSION WILL CONTINUE AT THE NEXT COUNCIL MEETING AFTER COUNCIL HAS HAD MORE TIME TO REVIEW THE ORDINANCE.

**DISCUSSION/CONSIDER/APPROVE OF PART TIME POLICE CONTRACT WITH TIM MITCHELL**

MAYOR ADAMS SAID TIM MITCHELL HAS LEFT THE POLICE DEPARTMENT. MIKE WILLHOITE, POLICE CHIEF, IS CURRENTLY IN THE HIRING PROCESS FOR THE NEW

ASSISTANT POLICE CHIEF. CHIEF WILLHOITE WANTS TO KEEP MR. MITCHELL ON PART TIME TO TRAIN FOR ONE MONTH AT 40 HOURS.

CHIEF WILLHOITE SAID DUE TO COVID-19 IT'S BEEN DIFFICULT TO TRAIN WITH THE ROTATING SHIFTS.

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED AUTHORIZING MAYOR TO ENTER INTO A MONTH TO MONTH CONTRACT WITH TIM MITCHELL TO SERVE AS A PART TIME POLICE OFFICER.**

**AYES 4 NAYS 0**

**UNFINISHED BUSINESS**

**11<sup>th</sup> STREET SIDEWALK PROJECT**

MAYOR ADAMS SAID HE FOUND OUT THE ENTRYWAYS ALONG THE PROJECT SITE ALL NEED DEFINED CROSSWALK STRIPES WITH THERMO PLASTIC. THE ENGINEER, ABBIE JONES, FAILED TO GET THE PLANS PERMITTED TO THE STATE BEFORE THE BIDDING PROCESS. TO MOVE FORWARD WITH THE PROJECT A NEW SET OF PLANS NEED TO BE SUBMITTED TO THE STATE TO INCLUDE THE CROSSWALKS. MAYOR ADAMS SAID THE CITY HAS THREE OPTIONS: OPTION 1- RE-BID THE PROJECT, OPTION 2- CANCEL THE PROJECT, OPTION 3- A WRITTEN AGREEMENT WITH THE STATE AFTER THE PROJECT IS COMPLETED THE CITY WILL HAVE THE CROSSWALKS STRIPED AND NEEDS TO APPROVE THE QUOTE FROM CENTRAL SEAL IN THE AMOUNT OF \$3,651.

COUNCILMAN GORDON SUGGESTED TO HAVE THE PLANS REVIEWED BY ONE OF THE ENGINEERS AT CARROLLTON UTILITIES

**THE MOTION WAS MADE BY COUNCILMAN CRAIG AND SECONDED BY COUNCILWOMAN FRANKLIN AND DULY CARRIED TO ACCEPT THE QUOTE OF \$3,651 FOR THE CROSSWALK STRIPING FROM CENTRAL SEAL.**

**AYES 4 NAYS 0**

**NEW BUSINESS**

THERE WAS NO NEW BUSINESS

**MAYOR'S REPORTS**

**PAVING LIST**

MAYOR ADAMS ASKED COUNCIL TO START THINKING ABOUT WHICH STREETS AND TWO ALLIES THAT IS ONE BLOCK FOR THE UPCOMING PAVING LIST.

**THE BUILDING INSPECTOR/ CODE ADMINISTRATOR/ CODE ENFORCEMENT OFFICER**

MAYOR ADAMS INFORMED COUNCIL ROBERT HOFMANN WAS OFFERED AND HAS ACCEPTED THE BUILDING INSPECTOR/ CODE ADMINISTRATOR/ CODE ENFORCEMENT OFFICER POSITION. THE PLAN IS TO HAVE HIM START THE WEEK OF FEBRUARY 15<sup>th</sup>. MR. HOFMANN IS GOING TO WORK PART TIME FROM FEBRUARY UNTIL JULY TWO DAYS A WEEK FOR NOW. THE INTERIM BUILDING INSPECTOR, GARY FORSYTH, WILL CONTINUE WORKING FOR THE CITY UNTIL MR. HOFMANN GETS HIS CERTIFICATIONS.

**EXECUTIVE SESSION: PER KRS 61.810(B) & (C):PROPERTY ACQUISITION/DISPOSITION/LITIGATION**

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO GO INTO EXECUTIVE SESSION FOR DELIBERATION ON THE FUTURE ACQUISITION (OR SALE) OF REAL PROPERTY**

**BY THE CITY PURSUANT TO KRS 61.810 (1)(B) BECAUSE PUBLICITY IS LIKELY TO AFFECT THE VALUE OF THE PROPERTY AND TO DISCUSS PROPOSED OR PENDING LITIGATION AGAINST ON BEHALF OF THE CITY PURSUANT TO KRS 61.810(1)(C) BECAUSE OF ATTORNEY CLIENT PRIVILEGE AT THE HOUR OF 8:18 P.M.**

**AYES 4 NAYS 0**

**THE MOTION WAS MADE BY COUNCILMAN CRAIG AND SECONDED BY COUNCILWOMAN FRANKLIN AND DULY CARRIED TO COME OUT OF EXECUTIVE SESSION AT THE HOUR OF 8:31 P.M.**

**AYES 4 NAYS 0**

**NO ACTION TAKEN.**

**COMMENTS**

**COUNCILWOMAN FRANKLIN: SAID ON WEDNESDAY, FEBRUARY 16<sup>th</sup>, 2021 STEEL TECHNOLOGIES IS HAVING A VIRTUAL HIRING EVENT.**

**ADJOURNMENT**

**THE MOTION WAS MADE BY COUNCILMAN LOUDEN AND SECONDED BY COUNCILMAN GORDON AND DULY CARRIED TO STAND IN ADJOURNMENT AT THE HOUR OF 8:32 P.M.**

**AYES 4 NAYS 0**

**ATTEST:**

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**ROBB W. ADAMS,  
MAYOR**

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**MELINDA WRIGHT-MOORE,  
CLERK-TREASURER**