

**MINUTES of REGULAR MEETING
of the BOARD of COMMISSIONERS
of the CITY of BOWLING GREEN, KENTUCKY
held December 7, 2021**

The Board of Commissioners of the City of Bowling Green, Kentucky met in regular session in the Commission Chamber of City Hall, Bowling Green, Kentucky at 4:30 p.m. on December 7, 2021. Mayor Todd Alcott called the meeting to order. Remarks were made regarding volunteers and support from area churches from Ducle Dralle, board member of Room in the Inn, and one of the supporting churches was Calvary Baptist Church. An invocation was given by Brother David Gifford of Calvary Baptist Church, and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Melinda Hill, Commissioner Sue Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown and Mayor Todd Alcott. Absent: None. There was a full quorum of the Board of Commissioners.

CITY MANAGER

City Manager Jeffery B. Meisel reminded the audience to sign-up in the back of the Commission Chamber in order to speak during public comments.

APPROVAL OF MINUTES

Minutes of Regular Meeting November 16, 2021.

Minutes of the above-referenced meeting were distributed to the Board of Commissioners with the Agenda for review. Motion was made by Hill and seconded by Bailey to approve said minutes. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Motion to approve the minutes of the regular meeting of November 16, 2021 was approved by unanimous vote.

REGULAR AGENDA

MUNICIPAL ORDER NO. 2021 – 204

MUNICIPAL ORDER APPROVING THE PROBATIONARY
APPOINTMENTS OF DAYLAN BROOKSHIRE, COLE BURTON,
JOHN CHIDESTER, BRIAN DONNELLY, JUSTIN GENTRY,
GARRETT HOUCHINS, KRISTINA STIVALETTI AND WADE
WEISBRODT TO THE POSITION OF FIREFIGHTER IN THE FIRE
DEPARTMENT

Summary of Municipal Order No. 2021 – 204 was read by the City Clerk. Motion was made by Bailey and seconded by Hill for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointments of Daylan Brookshire, Cole Burton, John Chidester, Brian Donnelly, Justin Gentry, Garrett Houchins, Kristina Stivaletti and Wade Weisbrodt to Firefighter in the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None
Municipal Order No. 2021 – 204 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 205

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF TELIA BUTLER TO THE POSITION OF DOWNTOWN DEVELOPMENT COORDINATOR IN THE NEIGHBORHOOD AND COMMUNITY SERVICES DEPARTMENT

Summary of Municipal Order No. 2021 – 205 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Neighborhood and Community Services Director Brent Childers explained the importance of dedicating an employee to focus on the City’s downtown visions and initiatives, and he reviewed and recommended the appointment of Telia Butler to Downtown Development Coordinator in the Neighborhood and Community Services Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None
Municipal Order No. 2021 – 205 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 206

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF JEFFREY CARTER TO THE POSITION OF PARKS FACILITY MAINTAINER I IN THE PARKS AND RECREATION DEPARTMENT

Summary of Municipal Order No. 2021 – 206 was read by the City Clerk. Motion was made by Hill and seconded by Bailey for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointment of Jeffrey Carter to Parks Facility Maintainer I in the Parks and Recreation Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None
Municipal Order No. 2021 – 206 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 207

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF FARAH WALLACE TO THE POSITION OF OFFICE ASSOCIATE I IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2021 – 207 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. City Manager Meisel recognized the recent retirement of Laura Brown in the Public Works Department, which was the reason for the vacancy. Human Resources Director Erin Hulsey reviewed and recommended the appointment

of Farah Wallace to Office Associate I in the Public Works Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None

Municipal Order No. 2021 – 207 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 208

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF MATTHEW TAYLOR AND NICHOLAS UPDEGRAFF TO THE POSITION OF SERVICE TECHNICIAN IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2021 – 208 was read by the City Clerk. Motion was made by Hill and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel acknowledged the two (2) vacancies were due to the recent retirement of Robert Stamatis and upcoming retirement of Keith Patton. Human Resources Director Erin Hulsey reviewed and recommended the appointments of Matthew Taylor and Nicholas Updegraff to Service Technician in the Public Works Department Fleet Division. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None

Municipal Order No. 2021 – 208 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 209

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENT OF BENJAMIN HALL TO THE POSITION OF SYSTEM ANALYST I IN THE INFORMATION TECHNOLOGY DEPARTMENT

Summary of Municipal Order No. 2021 – 209 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Human Resources Director Erin Hulsey reviewed and recommended the appointment of Benjamin Hall to System Analyst I in the Information Technology Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None

Municipal Order No. 2021 – 209 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 210

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2022-25 FOR ADA IMPROVEMENTS FROM NPM LLC OF ELIZABETHTOWN, KENTUCKY IN THE AMOUNT OF \$104,800

Summary of Municipal Order No. 2021 – 210 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval of the bid for ADA improvements at the Human Rights Commission (HRC), as HRC was a subrecipient of Community Development Block Grant (CDBG) funding. Following an inspection it was

determined HRC did not comply with ADA requirements and improvements were necessary, and CDBG funds would be used for the project. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Municipal Order No. 2021 – 210 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 211

MUNICIPAL ORDER APPROVING ACTIONS OF THE CITY MANAGER AND ACCEPTING THE EMERGENCY PURCHASE OF TWO DODGE DURANGOS FROM DON FRANKLIN CHRYSLER NISSAN LOCATED IN SOMERSET, KENTUCKY, AND FURTHER APPROVING THE PAINTING AND UP-FITTING FROM VARIOUS VENDORS IN THE TOTAL AMOUNT NOT TO EXCEED \$91,781.50

Summary of Municipal Order No. 2021 – 211 was read by the City Clerk. Motion was made by Beasley-Brown and seconded by Hill for consideration of said Municipal Order. Meisel explained there were (2) patrol cruisers recently deemed inoperable and he recommended the emergency purchase of two (2) Dodge Durangos from Don Franklin Chrysler Nissan in Somerset, including the approval to paint and up-fit from various vendors in the total amount not to exceed \$91,781.50. Following a question about the vehicles being a Sport Utility Vehicle (SUV), Police Chief Michael Delaney indicated Dodge Chargers remained difficult to find in stock and the reason the Police Department recommends the purchase of the SUV for patrol. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Municipal Order No. 2021 – 211 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 212

MUNICIPAL ORDER APPROVING THE TITLE VI CIVIL RIGHTS PLAN FOR THE CITY OF BOWLING GREEN TRANSIT PROGRAM AND AUTHORIZING ITS SUBMISSION TO THE FEDERAL TRANSIT ADMINISTRATION (FTA)

Summary of Municipal Order No. 2021 – 212 was read by the City Clerk. Motion was made by Bailey and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval of the Title VI Civil Rights Plan for the Transit Program as required by the FTA every three (3) years. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
 Voting Nay: None

Municipal Order No. 2021 – 212 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 213

MUNICIPAL ORDER AUTHORIZING THE ACCEPTANCE OF A GRANT THROUGH THE 2021 COMMUNITY ORIENTED POLICING

SERVICES (COPS) HIRING PROGRAM FROM THE U.S.
DEPARTMENT OF JUSTICE IN THE AMOUNT OF \$500,000

Summary of Municipal Order No. 2021 – 213 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel reviewed and recommended acceptance of the 2021 COPS Hiring Program grant from the U.S. Department of Justice in the amount of \$50,000. The funds would be used to cover 43% of four (4) new officer's salary and benefits over a three (3) year period. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None

Municipal Order No. 2021 – 213 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 214

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A
GRANT APPLICATION TO THE U.S. DEPARTMENT OF
HOMELAND SECURITY THROUGH THE FEDERAL EMERGENCY
MANAGEMENT AGENCY (FEMA) ASSISTANCE TO
FIREFIGHTERS GRANT PROGRAM IN AN AMOUNT UP TO
\$582,167 FOR THE PURCHASE OF A VEHICLE FOR THE FIRE
DEPARTMENT

Summary of Municipal Order No. 2021 – 214 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel recommended approval to apply for a grant to the U.S. Department of Homeland Security through FEMA Assistance to Firefighters Grant Program in an amount up to \$582,167 to purchase a Pierce pumper truck to be used at Station 8 in the Kentucky Transpark. He added the City would be responsible for a 10% match. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None

Municipal Order No. 2021 – 214 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 215

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A
GRANT APPLICATION TO THE U.S. DEPARTMENT OF
HOMELAND SECURITY THROUGH THE FEDERAL EMERGENCY
MANAGEMENT AGENCY (FEMA) ASSISTANCE TO
FIREFIGHTERS GRANT PROGRAM IN AN AMOUNT UP TO
\$255,605 FOR EQUIPMENT AND TRAINING FOR THE FIRE
DEPARTMENT

Summary of Municipal Order No. 2021 – 215 was read by the City Clerk. Motion was made by Parrigin and seconded by Beasley-Brown for consideration of said Municipal Order. Meisel recommended approval to apply for a grant to the U.S. Department of Homeland Security through FEMA Assistance to Firefighters Grant Program in an amount up to \$255,605 for equipment and training for the Fire Department. He added the City would be responsible for a 10% match. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None
Municipal Order No. 2021 – 215 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 – 216

MUNICIPAL ORDER AUTHORIZING AND APPROVING AN
INTERLOCAL CONTRACT FOR COOPERATIVE PURCHASING
BETWEEN THE CITY OF BOWLING GREEN AND HOUSTON-
GALVESTON AREA COUNCIL

Summary of Municipal Order No. 2021 – 216 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval of the Interlocal Contract for Cooperative Purchasing with Houston-Galveston Area Council, and said to be comparable to purchasing from the Kentucky state pricing contract. Fire Chief Justin Brooks explained the contract met procurement regulations and guidelines, and available for all departments to utilize throughout the City at a one-time flat rate of \$2,000. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None
Municipal Order No. 2021 – 216 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 45

(First Reading – Non-Binding)

ORDINANCE APPROVING MUTUAL AID AGREEMENT

ORDINANCE APPROVING A MUTUAL AID AGREEMENT
BETWEEN THE CITY OF BOWLING GREEN AND WARREN
COUNTY SHERIFF'S OFFICE

Title and summary of Ordinance No. BG2021 – 46 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for the first and non-binding reading of said Ordinance. Meisel recommended approval of the Mutual Aid Agreement between the City and Warren County Sheriff's Office. Fire Chief Justin Brooks stated the agreement was for the Bowling Green Fire Department to assist Warren County with fire investigations. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Hill, Parrigin, Bailey, Beasley-Brown and Alcott
Voting Nay: None
First Reading of Ordinance No. BG2021 – 45 was approved by unanimous vote.

PUBLIC COMMENTS

Following the regular agenda, Mayor Alcott opened the floor for any public comments. Rob Holdsworth said he was a volunteer at Room in the Inn and commented on homelessness in the area. He further recommended the City consider increasing the percentage of funding, recently proposed from the American Rescue Plan Act (ARPA) funds, to non-profits in order to assist with homelessness.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:30 p.m., Mayor Alcott declared this meeting adjourned.

ADOPTED: December 21, 2021

APPROVED: 
Mayor, Chairman of Board of Commissioners

ATTEST: 
City Clerk

Minutes prepared by City Clerk Ashley Jackson