

**MINUTES of SPECIAL MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held February 2, 2021**

The Board of Commissioners of the City of Bowling Green, Kentucky met in special session in the Commission Chamber of City Hall, Bowling Green, Kentucky and via Lifesize video teleconference due to the Coronavirus (COVID-19) pandemic at 4:30 p.m. on February 2, 2021. Mayor Todd Alcott called the meeting to order. He read a quote by Amanda Gorman "For there is always light, if only we're brave enough to see it, if only we're brave enough to be it." An invocation was given by Dr. Charles Neblett and all present recited the Pledge of Allegiance. City Clerk Ashley Jackson called the roll, and the following members were present: Commissioner Sue Parrigin, Commissioner Carlos Bailey, Commissioner Dana Beasley-Brown, Commissioner Melinda Hill and Mayor Todd Alcott. Absent: none. There was a full quorum of the Board of Commissioners.

**CITY MANAGER**

City Manager Jeff Meisel had no comments.

**APPROVAL OF MINUTES**

Minutes of Special Meeting January 19, 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 Parrigin to approve said minutes. Mayor Alcott asked for discussion, and with none, a roll call vote was taken.

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

Motion to approve the minutes of the special meeting of January 19, 2021 was approved by unanimous vote.

**SPECIAL AGENDA**

**MUNICIPAL ORDER NO. 2021 - 24**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF CATHERINE MCKEE TO THE POSITION OF  
FIRE COMMUNITY RISK REDUCTION & EDUCATION  
COORDINATOR IN THE FIRE DEPARTMENT**

Summary of Municipal Order No. 2021 - 24 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. City Manager Jeff Meisel recognized and congratulated Marlee Boenig on her recent retirement at the Fire Department. Human Resources Director Erin Hulsey reviewed and recommended the appointment of Catherine McKee to Fire Community Risk Reduction & Education Coordinator in the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 - 24 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 - 25

MUNICIPAL ORDER APPROVING THE TERMINATION OF  
RUSSELL SMITH IN THE PUBLIC WORKS DEPARTMENT

Summary of Municipal Order No. 2021 - 25 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 - 25 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 - 26

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF AN  
APPLICATION FOR HOMELAND SECURITY GRANT FUNDS  
THROUGH THE FEDERAL EMERGENCY MANAGEMENT  
AGENCY (FEMA) ASSISTANCE TO FIREFIGHTERS GRANT  
PROGRAM IN AN AMOUNT UP TO \$99,591 FOR THE PURCHASE  
OF EQUIPMENT FOR THE FIRE DEPARTMENT

Summary of Municipal Order No. 2021 - 26 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for consideration of said Municipal Order. Meisel recommended approval to submit an application for Homeland Security Grant funds through FEMA Assistance to Firefighters Grant Program to purchase equipment for the Fire Department. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 - 26 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 - 27

MUNICIPAL ORDER APPROVING AGREEMENT BETWEEN THE  
CITY OF BOWLING GREEN, WARREN COUNTY AND WARREN  
COUNTY WATER DISTRICT

Summary of Municipal Order No. 2021 - 27 was read by the City Clerk. Motion was made by Parrigin and seconded by Hill for consideration of said Municipal Order. Meisel explained Warren County Water District agreed to contribute a portion of its revenues to the City and County to assist with the bond debt for the Kentucky Transpark. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 - 27 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2021 - 28

MUNICIPAL ORDER APPROVING A JOB DEVELOPMENT  
INCENTIVE PROGRAM EMPLOYEE WITHHOLDINGS CREDIT  
AGREEMENT WITH MATERIAL HANDLING SYSTEMS, INC.

Summary of Municipal Order No. 2021 - 28 was read by the City Clerk. Motion was made by Parrigin and seconded by Bailey for consideration of said Municipal Order. Meisel reviewed the incentive agreement which was estimated to create 200 new jobs with a total capital investment estimated at approximately \$4.4 million. Also, he outlined the incentive program and explained the job development incentive was worth approximately \$683,650 over a ten (10) year period and the City's share of withholding fees was projected to be \$581,100. Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2021 - 28 was approved by unanimous vote.

ORDINANCE NO. BG2021 - 2

(First Reading - Non-Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING  
1.0909 ACRES FROM CB (CENTRAL BUSINESS) TO PUD  
(PLANNED UNIT DEVELOPMENT) LOCATED AT 1010 STATE  
STREET, 511 EAST 10<sup>TH</sup> AVENUE AND A PORTION OF 0  
CHESTNUT STREET, PRESENTLY OWNED BY TIN TIN  
PROPERTIES, LLC

Title and summary of Ordinance No. BG2021 - 2 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Alcott stated the rezoning was a unanimous recommendation from the City-County Planning Commission and a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 - 2 was approved by unanimous vote.

ORDINANCE NO. BG2021 - 3

(First Reading - Non-Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING  
15.36 ACRES FROM GB (GENERAL BUSINESS) AND RM-4  
(MULTI-FAMILY RESIDENTIAL) TO HB (HIGHWAY BUSINESS)  
LOCATED AT 1300 CAMPBELL LANE, PRESENTLY OWNED BY  
MPT OF BOWLING GREEN - VIBRA, LLC

Title and summary of Ordinance No. BG2021 – 3 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Alcott stated the rezoning was a unanimous recommendation from the City-County Planning Commission and a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 3 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 4  
(First Reading – Non-Binding)  
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING  
6.604 ACRES FROM RS-1A (SINGLE FAMILY RESIDENTIAL)  
AND F (FLOODPLAIN) TO GB (GENERAL BUSINESS), PUD  
(PLANNED UNIT DEVELOPMENT) AND F (FLOODPLAIN)  
LOCATED AT 0 MORGANTOWN ROAD, PRESENTLY OWNED  
BY LOST RIVER HOLDINGS, LLC

Title and summary of Ordinance No. BG2021 – 4 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Alcott stated the rezoning was a unanimous recommendation from the City-County Planning Commission and a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 4 was approved by unanimous vote.

ORDINANCE NO. BG2021 – 5  
(First Reading – Non-Binding)  
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING  
14.2912 ACRES FROM AG (AGRICULTURE) TO PUD (PLANNED  
UNIT DEVELOPMENT) AND RM-4 (MULTI-FAMILY  
RESIDENTIAL) LOCATED AT 1510 KENTUCKY HIGHWAY 185,  
PRESENTLY OWNED BY MNM, LLC

Title and summary of Ordinance No. BG2021 – 5 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. Mayor Alcott stated the rezoning was a unanimous recommendation from the City-County Planning Commission and a roll call vote was taken.

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

First Reading of Ordinance No. BG2021 – 5 was approved by unanimous vote.

ORDINANCE NO. BG2021 - 6  
(First Reading - Non-Binding)  
ORDINANCE AMENDING CODE OF ORDINANCES

ORDINANCE AMENDING CHAPTER 25 (CODE OF ETHICS) OF  
THE CITY OF BOWLING GREEN CODE OF ORDINANCES TO  
AMEND SUBCHAPTERS RELATED TO BOARD OF ETHICS AND  
PENALTIES

Title and summary of Ordinance No. BG2021 - 6 was read by the City Clerk. Motion was made by Hill and seconded by Parrigin for the first and non-binding reading of said Ordinance. As the sponsor, Commissioner Parrigin introduced the ordinance amending Chapter 25 (Code of Ethics). She explained the amendments stemmed from the original recommendations the Board of Ethics proposed last year, and some of those amendments were approved, with the exception of the amendment related to legal costs. Parrigin expressed her support and respect to the Board of Ethics for all the hard work and dedication to reviewing and amending the Code of Ethics. In addition, Parrigin said the proposed amendments were intended to hold the City public officials and employees accountable, and should promote trust and accountability. Commissioner Bailey expressed some concerns about what he believed were to be an imposition of excessive fees, but did agree with the establishment of reasonable attorney fees. Mayor Alcott said he thought the fees were not considered excessive, nor were fees the purpose of the proposed ordinance, however the amendments were designed to show City Officials were committed to being held accountable for their actions. Once discussion concluded, a motion was made by Parrigin and seconded by Bailey to add the word "reasonable" to Section 25-13 (Board of Ethics), 4 (Penalties) (b) (4). Mayor Alcott asked for additional discussion, and with none, a roll call vote was taken.

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

Motion to amend Ordinance No. BG2021 - 6 was approved by unanimous vote.

Mayor Alcott further asked for a call vote to approve the first reading as amended.

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


First Reading of Ordinance No. BG2021 - 6 (as amended) was approved by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 5:35 p.m., Mayor Alcott declared this meeting adjourned.

*(Minutes-Board of Commissioners-February 2, 2021)*

ADOPTED: March 2, 2021

APPROVED:   
Mayor, Chairman of Board of Commissioners

ATTEST:   
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*