

**MINUTES of SPECIAL MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held June 2, 2020**

The Board of Commissioners of the City of Bowling Green, Kentucky met in special session via Lifesize video teleconference due to the Coronavirus (COVID-19) pandemic at 2:00 p.m. on June 2, 2020. Mayor Bruce Wilkerson called the meeting to order and called the roll, and the following members were present: Commissioner Dana Beasley-Brown, Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

**CITY MANAGER COMMENTS**

City Manager Jeffery B. Meisel recognized newly hired City Attorney Hillary Hightower and she made some remarks. Meisel further indicated the City was wrapping up with the Fiscal Year 2021 budget and indicated some budget cuts were made, however more details would be provided in a video presentation and posted on the City's website and social media. The first reading of the budget was scheduled for June 16<sup>th</sup> and the second reading would follow by the end of June. In addition, Meisel explained City offices would be opening on June 15<sup>th</sup> with some additional modifications to offices, but with limited staff and continued telework. A statement recently issued by the City of Bowling Green related to the recent incident in Minneapolis, Minnesota and the death of George Floyd was read by Meisel.

**APPROVAL OF MINUTES**

Minutes of Special Meeting May 19, 2020.

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

ROLL CALL:           Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
                          Voting Nay: None

Motion to approve the minutes of the special meeting of May 19, 2020 was approved by unanimous vote.

**SPECIAL AGENDA**

MUNICIPAL ORDER NO. 2020 - 81

MUNICIPAL ORDER APPROVING THE PROBATIONARY APPOINTMENTS OF RAMIZ BECIC, WILLIAM BELT, JAEDEN BROWN, JAVIER CANALES, KATHERINE GLEAVES, ABIGAIL JONES, JON-SPENCER SMITH, PAUL WELLS AND CAMERON WILSON TO THE POSITION OF POLICE OFFICER IN THE POLICE DEPARTMENT

Summary of Municipal Order No. 2020 – 81 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 – 81 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 82

MUNICIPAL ORDER AUTHORIZING INSURANCE PREMIUM PAYMENTS TO THE KENTUCKY LEAGUE OF CITIES INSURANCE SERVICES FOR INSURANCE COVERAGES OF GENERAL LIABILITY, PUBLIC OFFICIALS LIABILITY, LAW ENFORCEMENT LIABILITY, AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE, PROPERTY, AND WORKERS' COMPENSATION FOR FISCAL YEAR 2021

Summary of Municipal Order No. 2020 – 82 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Safety and Risk Manager David Weisbrodt reviewed and recommended the approval of annual KLC Insurance coverages and workers' compensation for Fiscal Year 2021. He indicated the premium was a decrease of \$36,609 compared to the previous year. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 – 82 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 83

MUNICIPAL ORDER AUTHORIZING PROPERTY AND CASUALTY INSURANCE BROKERAGE SERVICES AND APPROVING THE RENEWAL OF THE AGENT FEE DISCLOSURE STATEMENT WITH HOUCHEMS INSURANCE GROUP, INC.

Summary of Municipal Order No. 2020 – 83 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Safety and Risk Manager David Weisbrodt reviewed and recommended the approval of property and casualty insurance brokerage services and renewal of the Agent Fee Disclosure with Houchens Insurance Group, Inc. through Fiscal Year 2023. He added the renewal would result in a \$7,500 cost reduction. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None

Municipal Order No. 2020 – 83 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 84

MUNICIPAL ORDER APPROVING RATE STABILIZATION AGREEMENTS WITH THE KENTUCKY LEAGUE OF CITIES INSURANCE SERVICES FOR INSURANCE RATES THROUGH FISCAL YEAR 2024

Summary of Municipal Order No. 2020 - 84 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Safety and Risk Manager David Weisbrodt reviewed and recommended approval of the Rate Stabilization Agreements with KLC for insurance rates through Fiscal Year 2024. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:       Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
                  Voting Nay: None

Municipal Order No. 2020 - 84 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 85

MUNICIPAL ORDER AUTHORIZING ADOPTION OF THE REVISED CITY OF BOWLING GREEN FIRE PROMOTIONAL PROCEDURES

Summary of Municipal Order No. 2020 - 85 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of Fire Promotional Procedures which included removal of the education requirement of an Associate's Degree or 60 hours equivalent for eligibility of Company Commander (Captain) and the additional requirement of an Associate's Degree or 60 hours equivalent for eligibility to Assistant Chief. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:       Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
                  Voting Nay: None

Municipal Order No. 2020 - 85 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 86

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A 2020 GRANT APPLICATION TO THE KENTUCKY 911 SERVICES BOARD FOR 911 SYSTEM UNINTERRUPTIBLE POWER SUPPLY (UPS) REPLACEMENT IN AN AMOUNT UP TO \$117,102

Summary of Municipal Order No. 2020 - 86 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to submit for a 2020 grant application for a 911 system Uninterruptible Power Supply (UPS) replacement. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:       Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
                  Voting Nay: None

Municipal Order No. 2020 - 86 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 87

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A 2020 GRANT APPLICATION TO THE KENTUCKY 911 SERVICES BOARD FOR 911 SYSTEM DISPATCH CONSOLE WORKSTATION REPLACEMENTS IN AN AMOUNT UP TO \$112,336

Summary of Municipal Order No. 2020 - 87 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to submit for a 2020 grant application for 911 system dispatch console workstation replacements to purchase approximately nine (9) consoles. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:       Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
                  Voting Nay: None

Municipal Order No. 2020 - 87 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 88

MUNICIPAL ORDER AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE U. S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE FOR THE PURCHASE OF BULLETPROOF VESTS FOR THE POLICE DEPARTMENT IN THE AMOUNT OF \$21,675

Summary of Municipal Order No. 2020 - 88 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval to submit a grant to purchase approximately fifty-one (51) bulletproof vests over a two (2) year period for the Police Department. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:       Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
                  Voting Nay: None

Municipal Order No. 2020 - 88 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 - 89

MUNICIPAL ORDER ACCEPTING AND RATIFYING ACTIONS OF CITY OFFICIALS IN EXECUTING A CARES ACT AIRPORT GRANT AGREEMENT AMONG THE BOWLING GREEN-WARREN COUNTY REGIONAL AIRPORT BOARD, THE CITY OF BOWLING GREEN, WARREN COUNTY AND THE FEDERAL AVIATION ADMINISTRATION

Summary of Municipal Order No. 2020 - 89 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel explained the Bowling Green-Warren County Regional Airport received CARES Act funding and due to time constraints the Mayor and City Attorney were required to sign the grant agreement and it was recommended to ratify the signatures of the Mayor and City Attorney. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None  
Municipal Order No. 2020 – 89 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 90

MUNICIPAL ORDER APPROVING CONVEYANCE OF THE CITY OF BOWLING GREEN'S INTEREST IN 1143 STATE STREET TO WARREN COUNTY AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE THE DEED AND ALL OTHER NECESSARY DOCUMENTS

Summary of Municipal Order No. 2020 – 90 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel stated recently the Board of Commissioners approved the conveyance of the old City-County Planning Commission building to Warren County, and it was later acknowledged the parking lot was not included in the deed, therefore he recommended approval to include the parking lot in the conveyance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None  
Municipal Order No. 2020 – 90 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 7  
(Second Reading – Binding)

ORDINANCE GRANTING FRANCHISE RELATED TO TELECOMMUNICATIONS SYSTEM

ORDINANCE GRANTING A NON-EXCLUSIVE TELECOMMUNICATIONS (OR RELATED NON-CABLE) FRANCHISE TO COMCAST OF INDIANA/KENTUCKY/UTAH, LLC D/B/A COMCAST CABLE, HEARTLAND REGION FOR THE USE OF RIGHTS-OF-WAY FOR THE OPERATION AND MAINTENANCE OF A TELECOMMUNICATIONS (OR RELATED NON-CABLE) SYSTEM WITHIN THE CITY OF BOWLING GREEN, KENTUCKY

Title and summary of Ordinance No. BG2020 – 7 was read. Motion was made by Wilkerson and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None  
Ordinance No. BG2020 – 7 was adopted by unanimous vote.

ORDINANCE NO. BG2020 – 8  
(Second Reading – Binding)

ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER THREE TO  
THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL  
OPERATING BUDGET FOR FISCAL YEAR 2020

Title and summary of Ordinance No. BG2020 - 8 was read. Motion was made by Wilkerson and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None

Ordinance No. BG2020 - 8 was adopted by unanimous vote.

ORDINANCE NO. BG2020 - 9

(Second Reading - Binding)

ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING A TRACT OF LAND CONTAINING  
0.124 ACRE FROM RM-3 (TOWNHOUSE/MULTI-FAMILY  
RESIDENTIAL) TO OP-R (OFFICE-  
PROFESSIONAL/RESIDENTIAL) LOCATED AT 0 EAST 13<sup>TH</sup>  
AVENUE, PRESENTLY OWNED BY KEVIN AND BETHANY  
CROSLIN

Title and summary of Ordinance No. BG2020 - 9 was read. Motion was made by Wilkerson and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None

Ordinance No. BG2020 - 9 was adopted by unanimous vote.

ORDINANCE NO. BG2020 - 10

(Second Reading - Binding)

ORDINANCE CLOSING A PUBLIC RIGHT-OF-WAY

ORDINANCE APPROVING THE CLOSING OF A PORTION OF  
MIZPAH ROAD RIGHT-OF-WAY LOCATED 1,965 FEET NORTH  
ALONG MIZPAH ROAD FROM COMMONWEALTH BOULEVARD  
CONTINUING APPROXIMATELY 2,215 FEET SOUTH TO  
LOUISVILLE ROAD (U.S. HIGHWAY 31-W)

Title and summary of Ordinance No. BG2020 - 10 was read. Motion was made by Wilkerson and seconded by Parrigin for the second and binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL: Voting Yea: Beasley-Brown, Denning, Nash, Parrigin and Wilkerson  
Voting Nay: None

Ordinance No. BG2020 - 10 was adopted by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 2:35 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: June 16, 2020

APPROVED: Brian Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson  
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*