

**MINUTES of SPECIAL MEETING  
of the BOARD of COMMISSIONERS  
of the CITY of BOWLING GREEN, KENTUCKY  
held September 15, 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 4:30 p.m. on September 15, 2020. Mayor Bruce Wilkerson called the meeting to order and called the roll, and the following members were present: Commissioner Joe W. Denning, Commissioner Brian "Slim" Nash, Commissioner Sue Parrigin, Commissioner Dana Beasley-Brown and Mayor Bruce Wilkerson. Absent: none. There was a full quorum of the Board of Commissioners.

**APPROVAL OF MINUTES**

Minutes of Special Meeting September 1, 2020.

Minutes of the above-referenced meeting was 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: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson  
                  Voting Nay: None

Motion to approve the minutes of the special meeting of September 1, 2020 was approved by unanimous vote.

**SPECIAL AGENDA**

**MUNICIPAL ORDER NO. 2020 - 143**

**MUNICIPAL ORDER APPROVING THE PROBATIONARY  
APPOINTMENT OF STEPHEN BUTCHER TO THE POSITION OF  
PARKS FACILITY MAINTAINER II IN THE PARKS AND  
RECREATION DEPARTMENT**

Summary of Municipal Order No. 2020 - 143 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. City Manager Jeffery B. Meisel reviewed and recommended the probationary appointment of Stephen Butcher to the position of Parks Facility Maintainer in the Parks and Recreation Department. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 - 143 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2020 - 144**

**MUNICIPAL ORDER APPROVING THE REAPPOINTMENTS OF  
HUDA MELKY AND CHRIS PAGE AND APPOINTMENT OF DR.  
MARTHA SALES TO THE WORKFORCE RECRUITMENT AND  
OUTREACH COMMITTEE**

Summary of Municipal Order No. 2020 – 144 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Mayor Wilkerson reviewed and recommended the reappointments of Huda Melky and Chris Page and appointment of Dr. Martha Sales to the Workforce Recruitment and Outreach Committee. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 – 144 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2020 – 145**

**MUNICIPAL ORDER APPROVING THE REAPPOINTMENTS OF  
RODDY GRIMES AND JIM ED HOLLAND TO THE  
CONTRACTORS LICENSING BOARD**

Summary of Municipal Order No. 2020 – 145 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Mayor Wilkerson reviewed and recommended the reappointments of Roddy Grimes and Jim Ed Holland to the Contractors Licensing Board. He asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 – 145 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2020 – 146**

**MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID  
#2020-64 FOR EXTRICATION EQUIPMENT FROM FINLEY FIRE  
EQUIPMENT COMPANY DBA BLUEGRASS FIRE EQUIPMENT OF  
MCCONNELSVILLE, OHIO IN THE AMOUNT OF \$71,844.65**

Summary of Municipal Order No. 2020 – 146 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid for extrication equipment for the Fire Department. Following some questions, a roll call vote was taken.

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

Municipal Order No. 2020 – 146 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2020 – 147**

**MUNICIPAL ORDER AUTHORIZING SOFTWARE SUBSCRIPTION  
SERVICES FROM TYLER TECHNOLOGIES, INC. IN THE  
AMOUNT OF \$132,722.84 FOR FISCAL YEAR 2021**

Summary of Municipal Order No. 2020 – 147 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the annual software subscription services for Fiscal Year 2021. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea:    Denning, Nash, Parrigin, Beasley-Brown and Wilkerson  
                      Voting Nay:    None  
Municipal Order No. 2020 – 147 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 148

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-07 FOR KENTON STREET DRAINAGE IMPROVEMENTS FROM INFINITY PIPELINE, INC. OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$430,551.40

Summary of Municipal Order No. 2020 – 148 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid for Kenton Street drainage improvements. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea:    Denning, Nash, Parrigin, Beasley-Brown and Wilkerson  
                      Voting Nay:    None  
Municipal Order No. 2020 – 148 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 149

MUNICIPAL ORDER AUTHORIZING AND ACCEPTING BID #2021-08 FOR FISCAL YEAR 2021 STREET OVERLAY FROM SCOTTY'S CONTRACTING & STONE, LLC OF BOWLING GREEN, KENTUCKY IN THE AMOUNT OF \$1,528,977.01, AND FURTHER AUTHORIZING STAFF TO ADD ADDITIONAL STREETS TO THIS UNIT PRICE BID FOR A TOTAL PROJECT AMOUNT NOT TO EXCEED \$1,800,000

Summary of Municipal Order No. 2020 – 149 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the bid for the Fiscal Year 2021 street overlay, as well as authorizing staff to add additional streets at the same unit price for a total amount not to exceed \$1,800,000. Public Works Director Greg Meredith indicated a link to the overlay list would be available the next day on the Public Works Department website. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

ROLL CALL:        Voting Yea:    Denning, Nash, Parrigin, Beasley-Brown and Wilkerson  
                      Voting Nay:    None  
Municipal Order No. 2020 – 149 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 150

MUNICIPAL ORDER APPROVING THE DISADVANTAGED BUSINESS ENTERPRISES (DBE) PLAN FOR THE CITY OF BOWLING GREEN TRANSIT PROGRAM AND AUTHORIZING ITS SUBMISSION TO THE FEDERAL TRANSPORTATION ADMINISTRATION (FTA)

Summary of Municipal Order No. 2020 – 150 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. At the request of the City Manager, Neighborhood and Community Services Director Brent Childers reviewed and recommended approval of the DBE Plan and its submission to the FTA. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 – 150 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2020 – 151**

**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. 2020 – 151 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the Title VI Civil Rights Plan and its authorization to submit the plan to the FTA. Following some questions, Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 – 151 was approved by unanimous vote.

**MUNICIPAL ORDER NO. 2020 – 152**

**MUNICIPAL ORDER AUTHORIZING THE APPROVAL OF A  
WATER STORAGE AGREEMENT BETWEEN THE U. S.  
DEPARTMENT OF THE ARMY, REPRESENTED BY THE  
DISTRICT ENGINEER, AND THE CITY OF BOWLING GREEN,  
KENTUCKY FOR REALLOCATED WATER STORAGE SPACE IN  
BARREN RIVER LAKE**

Summary of Municipal Order No. 2020 – 152 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. City Attorney Hillary Hightower explained the Water Storage Agreement was recommended by Bowling Green Municipal Utilities (BGMU) and it was a negotiated agreement with the Department of the Army, to allow for water storage space in Barren River Lake. Following some questions, BGMU General Manager Mark Iverson explained if there was a need to use the stored water, it could last about 90 days. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 – 152 was approved by unanimous vote.

MUNICIPAL ORDER NO. 2020 – 153

MUNICIPAL ORDER ACCEPTING DONATION FROM UNITED WAY OF SOUTHERN KENTUCKY FOR A PNC LEARNING VILLAGE AT ROLAND BLAND PARK

Summary of Municipal Order No. 2020 – 153 was read. Motion was made by Wilkerson and seconded by Parrigin for consideration of said Municipal Order. Meisel reviewed and recommended approval of the donation from United Way for the PNC Learning Village, as well as the creation of a Born Learning Trail, at Roland Bland Park. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

Municipal Order No. 2020 – 153 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 25

(Second Reading – Binding)

ORDINANCE RELATING TO CLASSIFICATION/PAYSCHEDULE

ORDINANCE AMENDING THE CLASSIFICATION/PAY SCHEDULE “G” FOR GENERAL CLASSIFIED EMPLOYEES AND “F” FOR FIRE OF THE CITY OF BOWLING GREEN FOR FISCAL YEAR 2021

Title and summary of Ordinance No. BG2020 – 25 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: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson  
Voting Nay: None

Ordinance No. BG2020 – 25 was adopted by unanimous vote.

ORDINANCE NO. BG2020 – 27

(Second Reading – Binding)

ORDINANCE RELATING TO PROPERTY TAX RATES

ORDINANCE SETTING 2020 PROPERTY TAX RATES, FRANCHISE TAX RATES AND IMPROVEMENT ASSESSMENT RATES, AND SETTING FORTH GUIDELINES FOR PAYMENT, PENALTY AND INTEREST

Title and summary of Ordinance No. BG2020 – 27 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: Denning, Nash, Parrigin, Beasley-Brown and Wilkerson  
Voting Nay: None

Ordinance No. BG2020 – 27 was adopted by unanimous vote.

ORDINANCE NO. BG2020 – 28  
(First Reading – Non-Binding)  
ORDINANCE AMENDING ZONING ORDINANCE

ORDINANCE AMENDING ARTICLE 5, SECTIONS 5.1 (USE TABLE) AND 5.2 (USE CATEGORIES) OF THE ZONING ORDINANCE FOR THE CITY OF BOWLING GREEN, KENTUCKY AS RECOMMENDED BY THE CITY-COUNTY PLANNING COMMISSION

Title and summary of Ordinance No. BG2020 – 28 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Meisel reviewed and recommended approval of amendments to Article 5, Sections 5.1 and 5.2 of the Zoning Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2020 – 28 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 29  
(First Reading – Non-Binding)  
ORDINANCE REZONING REAL ESTATE

ORDINANCE REZONING TRACTS OF LAND CONTAINING 0.8823 ACRE FROM HB (HIGHWAY BUSINESS) AND RM-3 (TOWNHOUSE/MULTI-FAMILY RESIDENTIAL) TO RM-3 (TOWNHOUSE/MULTI-FAMILY RESIDENTIAL) LOCATED AT 0 OTTE COURT, PRESENTLY OWNED BY VGF INVESTMENTS, LLC C/O JOHN GROVES AND A PORTION OF 5844 SCOTTSVILLE ROAD, PRESENTLY OWNED BY CSR BG INVESTMENTS C/O CHRIS ROBERTSON

Title and summary of Ordinance No. BG2020 – 29 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Wilkerson stated the rezoning was a unanimous recommendation from the City-County Planning Commission and asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2020 – 29 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 30  
(First Reading – Non-Binding)  
ORDINANCE RELATING TO BUDGET AMENDMENT

ORDINANCE APPROVING AMENDMENT NUMBER ONE TO THE CITY OF BOWLING GREEN, KENTUCKY ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2021

Title and summary of Ordinance No. BG2020 – 30 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2020 – 30 was approved by unanimous vote.

ORDINANCE NO. BG2020 – 31  
(First Reading – Non-Binding)

As Amended

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 DEFINITIONS,  
STANDARDS OF CONDUCT, CONFLICTS OF INTEREST IN  
CONTRACTS, GIFTS, FINANCIAL DISCLOSURE, BOARD OF  
ETHICS AND PENALTIES AS RECOMMENDED BY THE BOARD  
OF ETHICS AND CITY STAFF

Title and summary of Ordinance No. BG2020 – 31 was read. Motion was made by Wilkerson and seconded by Parrigin for the first and non-binding reading of said Ordinance. Board of Ethics Chairman Barry Pruitt explained the Board of Ethics had been preparing recommended amendments to Chapter 25 (Code of Ethics), however due to the COVID-19 pandemic, the recommendations were delayed. He also made remarks on the duties of the Board of Ethics and said the changes were made to honor fairness and promote trust in City government. The revisions in the proposed ordinance included some clean up language, but the main revision related to if an employee was found to have violated the Code of Ethics, the employee could be required to pay a portion or all legal fees, which may be recovered by the City in a civil action. Commissioner Denning questioned assessing legal fees on employees and how he believed it would have a negative effect on lower waged, entry level employees. There was further discussion about misconduct of employees, and City Manager Meisel indicated most of those issues are handled internally by himself, the department head and the Human Resources Director. Mr. Pruitt added the amendments were considered to provide some accountability and the solution to avoid any legal fees was to not violate the Code of Ethics. Commissioner Beasley-Brown expressed concern about anonymous and politically driven complaints which could lead to unnecessary legal fees and she further agreed with the current \$1,000 fine which was already in the ordinance. After discussions concluded, a motion was made by Denning and seconded by Beasley-Brown to amend Section 25-13 (4) and Section 25-14 (1) to remove the recommended legal fee language as proposed by the Board of Ethics.

ROLL CALL:           Voting Yea: Denning, Nash and Beasley-Brown  
                          Voting Nay: Parrigin and Wilkerson

Motion to amend Ordinance No. BG2020 – 31 to remove the recommended legal fee language as proposed by the Board of Ethics was approved by majority vote. Mayor Wilkerson asked for additional discussion, and with none, a roll call vote was taken.

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

First Reading of Ordinance No. BG2020 – 31 (as amended) was approved by unanimous vote.

ADJOURNMENT

There being no further business to come before the Board of Commissioners, at approximately 6:35 p.m., Mayor Wilkerson declared this meeting adjourned.

ADOPTED: October 20, 2020

APPROVED: Bruce Wilkerson  
Mayor, Chairman of Board of Commissioners

ATTEST: Ashley Jackson  
City Clerk

*Minutes prepared by City Clerk Ashley Jackson*