

City of Henderson, Kentucky
Board of Commissioners Meeting
Tuesday, October 11, 2016

Municipal Center
Third Floor Assembly Room
222 First Street
5:30 P.M.

AGENDA

1. Invocation: Reverend Orbley Ramsey, Lawndale Baptist Church

2. Roll Call:

3. Recognition of Visitors:

4. Appearance of Citizens:

5. Proclamations:

6. Presentations: Gary Colberg, Methodist Hospital
Ken Christopher, Henderson War Memorial Foundation

7. Public Hearings:

8. Consent Agenda:

Minutes: September 27, 2016 Regular Meeting

Resolutions:

9. Ordinances & Resolutions:

Second Readings: Ordinance Amending Budget and Appropriation Ordinance

First Readings:

Resolutions: Resolution Exempting Certain City Owned Vehicles from Being Identified with City Branding Insignia or City Seal

10. Municipal Orders:

Please mute or turn off all cell phones for the duration of this meeting.

11. Bids & Contracts: Municipal Order Awarding Bid to Spear Corporation for Pool Media Replacement

 Municipal Order Awarding Bid to Truck Centers, Inc. for Two-ton Dump Truck with Snow Plow and Salt Spreader

12. Unfinished Business:

13. City Manager's Report: Palmer Oil Annexation

14. Commissioner's Reports:

15. Appointments:

16. Executive Session:

17. Miscellaneous:

18. Adjournment

Please mute or turn off all cell phones for the duration of this meeting.

City Commission Memorandum
16-218

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager *RS*

SUBJECT: Presentations

Items scheduled under the Presentations section of the agenda are as follows:

1. Presentation by Methodist Hospital. Mr. Gary Colberg, new COO at Methodist Hospital, will present updates and plans for the hospital.
2. Mr. Ken Christopher, Vice President of the Henderson War Memorial Foundation and Kimmel Project Chairman, will present the site plan for the bronze statue honoring Admiral Husband E. Kimmel.

**City Commission Memorandum
16-219**

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners
FROM: Russell R. Sights, City Manager 
SUBJECT: Consent Agenda

The Consent Agenda for the meeting of October 11, 2016, contains the following:

Minutes: September 27, 2016 Regular Meeting

Resolutions:

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Regular Meeting on September 27, 2016

A regular meeting of the Board of Commissioners of the City of Henderson, Kentucky, was held on Tuesday, September 27, 2016, at 5:30 p.m., prevailing time, in the third floor Assembly Room located in the Municipal Center Building at 222 First Street, Henderson, Kentucky.

INVOCATION was given by Father Rich Martindale, St. Paul's Episcopal Church followed by recitation of the Pledge of Allegiance to our American Flag.

There were present Mayor Steve Austin presiding:

PRESENT:

Commissioner Jan Hite (arrived at approximately 6:50 p.m.)
 Commissioner Jesse Johnston, IV
 Commissioner Robert M. (Robby) Mills
 Commissioner X R. Royster, III

ALSO PRESENT:

Mr. Russell R. Sights, City Manager
 Mrs. Dawn Kelsey, City Attorney
 Ms. Maree Collins, City Clerk
 Mrs. Donna Stinnett, Public Information Officer
 Mr. Robert Gunter, Finance Director
 Mr. Charles Stauffer, Police Chief
 Mr. Scott Foreman, Fire Chief
 Mr. Brian Bishop, City-County Planning Executive Director
 Mrs. Sarah Stewart, Downtown Henderson Partnership
 Ms. Wanda Sauer, Just Plus/Just Chic and Little Britches
 Mr. Curt Hamilton, Attorney
 Mr. Tom Davis, City Commissioner Candidate
 Mr. Ron Jenkins
 Ms. Jessica Gavin, 14 News
 Ms. Brittany Ross, SurfKy Reporter
 Ms. Laura Acchiardo, the Gleaner
 Mr. Jacob Klotzback, Police Officer

APPROVAL OF CONSENT AGENDA:

MAYOR AUSTIN asked the City Clerk to read the Consent Agenda.

Minutes: September 13, 2016, Regular Meeting
 September 20, 2016, Special Called Work Session

Motion by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, to approve the items on the Consent Agenda as presented.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Commissioner Hite ----- Absent:
 Commissioner Royster ---- Aye:
 Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the consent agenda items approved.

/s/ Steve Austin
 Steve Austin, Mayor
 September 27, 2016

ATTEST:
 Maree Collins, City Clerk _____

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ORDINANCE NO. 29-16: SECOND READ
ORDINANCE REGARDING ANNEXATION

AN ORDINANCE ANNEXING CERTAIN UNINCORPORATED TERRITORY TO THE CITY OF HENDERSON, KENTUCKY, BEING LOCATED ON US HIGHWAY 41-A IN HENDERSON COUNTY, CONTAINING SECTION #1, PARCELS #46C-15, #46-97, #46-98, AND #46-99; SECTION #2, PARCEL #46-100; SECTION #3, PARCEL #46-100.1; SECTION #4-A, PARCELS #46B-15 AND #46B-60; SECTION #4-B, PARCELS #46B-54 AND #46B-78; SECTION #5, PARCEL #46-131; SECTION #6, PARCELS #46F-1 THRU 46F-6 AND PARCELS #46F-8 THRU #46F-30; AND SECTION #7, PARCEL #46-134

MOTION by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills, that the ordinance be adopted.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date thereto and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
September 27, 2016

ATTEST:
Maree Collins, City Clerk _____

ORDINANCE NO. 31-16: SECOND READ
ORDINANCE RELATING TO MOBILE FOOD UNITS

ORDINANCE ESTABLISHING ARTICLE IV, *MOBILE FOOD UNITS*, SECTIONS 17-63 THRU 17-71, OF CHAPTER 17, *PARKS AND RECREATION*, OF THE CODE OF ORDINANCES OF THE CITY OF HENDERSON

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, that the ordinance be adopted.

MRS. SARAH STEWART, Downtown Henderson Partnership Assistant Director, thanked the Board for the progressive steps that have been taken thus far on the food truck ordinance but requested that the locations and times of service especially during summer hours be revised before the ordinance passes on second reading. She indicated that she had met with a prospective food truck vendor and the ordinance as written is of concern to him.

After a great deal of discussion a consensus was reached to deny the ordinance as presented and conduct another work session to review the concerns raised relating to the hours of operation and permissible locations.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Nay:
Commissioner Johnston --- Nay:
Commissioner Hite ----- Absent:
Commissioner Royster ---- Nay:
Mayor Austin ----- Nay:

WHEREUPON, the motion failed and was scheduled for the November Work Session

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ORDINANCE NO. 32-16: FIRST READ

RUSSELL R. SIGHTS, City Manager, reported that a previous ordinance relating to this matter was tabled at the last meeting and that this new ordinance reflects the requested changes that were discussed at that time.

ORDINANCE NO. 32-16: ORDINANCE RELATING TO MERCHANTS USE OF SIDEWALK IN CENTRAL BUSINESS DISTRICT

ORDINANCE ESTABLISHING SECTION 20-11, *SALE OF MERCHANDISE ON SIDEWALK IN CENTRAL BUSINESS DISTRICT*, OF ARTICLE I, *IN GENERAL* OF CHAPTER 20, *STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES*, OF THE CODE OF ORDINANCE OF THE CITY OF HENDERSON PERMITTED TO BUSINESSES LOCATED IN THE CENTRAL BUSINESS DISTRICT

MOTION by Commissioner X R. Royster, seconded by Commissioner Jesse Johnston, that the ordinance be adopted.

MRS. SARAH STEWART, Downtown Henderson Partnership Assistant Director, reported that she had been in contact with several business owners and they expressed their concern about the revised ordinance.

MS. WANDA SAUER, Just Plus/Just Chic and Little Britches Embroidery, indicated that she and several other business owners preferred to allow the three feet for the merchandising displays. Mrs. Kelsey explained that the four and one-half feet of unobstructed sidewalk was a federal Americans with Disabilities Act requirement and must be maintained no matter how much sidewalk is available for merchandise display.

MR. CURT HAMILTON, Curt Hamilton Law, applauded the commission for considering this ordinance and requested that the insurance and indemnity clause provisions be revised. Mr. Hamilton indicated that in his opinion the city was requiring the merchant an extra step and expense in naming the city as an additional insured and were also requiring the merchants to insure the city for the city's own negligence with the indemnification clause language.

After a great deal of discussion a consensus was reached to deny the ordinance as presented. Staff was asked to review the insurance requirement with the city's insurance company and redraft the ordinance to reflect any change they recommend and that merchandise will be allowed on up to three feet from the building with a minimum of four and one-half feet of unobstructed sidewalk, not including the pavers, for pedestrian use.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Nay:
Commissioner Johnston --- Nay:
Commissioner Hite ----- Absent:
Commissioner Royster ---- Nay:
Mayor Austin ----- Nay:

WHEREUPON, the motion failed and staff was instructed to draft a revised ordinance.

MAYOR AUSTIN congratulated Mrs. Stewart on the DHP sponsored event held in the park this past Saturday. He indicated that there seemed to have been a very nice crowd and that things went well. Mrs. Stewart responded that it was a wonderful evening with over 300 people in Audubon Mill Park, live music at three other locations in the downtown area and a lot of people that came to Henderson from out of town. Mrs. Stewart thanked the commission for work on the special events ordinance change that allowed the collaboration with Peerless for that event.

CITY OF HENDERSON – RECORD BOOK

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ORDINANCE NO. 33-16: FIRST READ

ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE

AN ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017 FOR THE CITY OF HENDERSON, KENTUCKY

MOTION by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills, that the ordinance be adopted.

ROBERT GUNTER, Finance Director, gave a brief outline of the amendments as presented to the General, Construction, Public Way Improvements, and Emergency Communication Funds. Mr. Gunter indicated that many of these expenses were from projects that started in the prior fiscal year and will be completed this fiscal year.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Commissioner Hite ----- Absent:
 Commissioner Royster ---- Aye:
 Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the Ordinance adopted on its first reading and ordered that it be presented for a second reading at a meeting of the Board of Commissioners.

MUNICIPAL ORDER NO. 47-16:

RUSSELL R. SIGHTS, City Manager, indicated that the city had been contacted to participate in a joint city/county/school board auction to dispose of surplus property. These two vehicles were identified as surplus and this municipal order authorizes their disposal.

ROBERT GUNTER, Finance Director, indicated that both of the vehicles are in the Finance department. A 2001 Malibu in HART that is in the process of being replaced will be transferred to Finance to replace a like 2001 Chevrolet Malibu that is in poor condition. The 1999 Ford Taurus has been replaced with the recent delivery of a new Ford Fusion.

MUNICIPAL ORDER NO. 47-16: MUNICIPAL ORDER AUTHORIZING SALE OF TWO CITY VEHICLES AS SURPLUS PROPERTY AT AUCTION; AND AUTHORIZING FINANCE DIRECTOR OR HIS DESIGNEE TO EXECUTE DOCUMENTS NECESSARY TO COMPLETE SALE

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, to adopt the municipal order declaring two city owned vehicles as surplus and authorizing their sale at a live auction to be conducted in October 2016.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Commissioner Hite ----- Absent:
 Commissioner Royster ---- Aye:
 Mayor Austin ----- Aye:

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WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
September 27, 2016

ATTEST:

Maree Collins, City Clerk _____

MUNICIPAL ORDER NO. 48-16: MUNICIPAL ORDER AUTHORIZING AWARD OF BID FOR CURBSIDE RECYCLING SERVICES TO ENTERPRISE ZONE & TRAINING CENTER, CORP., (TRI-STATE RESOURCE RECOVERY OF EVANSVILLE, INDIANA)

MOTION by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills, to adopt the municipal order awarding the bid to Enterprise Zone & Training Center, Corp., (Tri-State Resource Recovery of Evansville, Indiana) for recycling service that include: receiving, sorting and marketing of recyclable materials in the amount of \$70.00 per ton.

MAYOR AUSTIN indicated that in the past the bid for sorting, bundling/repackaging, and marketing of recyclable materials was done through Tri-County recycling; however with the dissolution of Henderson Recycling the continuation of recycling services for our citizens once again became the responsibility of the city. There continues to be little to no market for these recyclable products so we must pay for these services. The bid came in at the same price that is currently being paid.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
September 27, 2016

ATTEST:

Maree Collins, City Clerk _____

MUNICIPAL ORDER NO. 49-16: MUNICIPAL ORDER APPROVING RECYCLING THROUGH SEPTEMBER 30, 2017 FOR COMMERCIAL BUSINESSES THAT WERE SERVED BY HENDERSON RECYCLING FOR \$5.00 PER MONTH FOR MATERIAL HANDLING FEE

MOTION by Commissioner Robert M. Mills, seconded by Commissioner X R. Royster, to adopt the municipal order approving recycling services through September 30, 2017 for commercial businesses that were served by Henderson Recycling. Each participating business will be charged a \$5.00 per month material handling fee.

DAWN KELSEY, City Attorney, reported that when Henderson Recycling changed its operations the city passed a municipal order to start picking up commercial recycling for \$5.00 per month on a trial basis and that the charge was added to the utility bill. After reviewing the operations from July to this point in September it is the recommendation of the Assistant City Manager to continue providing the service.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:

CITY OF HENDERSON – RECORD BOOK

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Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
September 27, 2016

ATTEST:
Maree Collins, City Clerk _____

RESOLUTION 54-16:

RESOLUTION APPROVING PURCHASE BY CITY OF REAL ESTATE FROM GRACE POINT CHURCH, INC. f/k/a IMMANUEL BAPTIST TEMPLE FOR PROPERTY LOCATED AT 111 NORTH ADAMS STREET, 0000 FIRST STREET, 521 FIRST STREET, 510 FIRST STREET, 516 SECOND STREET AND 540 SECOND STREET, FOR THE SUM OF \$625,000.00 AND A FIVE (5) YEAR LEASE ON PROPERTY LOCATED AT 510 SECOND STREET; TO BE USED FOR THE FUTURE FIRE STATION AND AUTHORIZING EXECUTION OF CONTRACT AND OTHER DOCUMENTS

MOTION by Commissioner Robert M. Mills, seconded by Commissioner Jesse Johnston, to adopt the resolution approving the purchase of real property from Grace Point Church, Inc., f/k/a Immanuel Baptist Temple, located between North Adams, First and Second Streets; and authorizing a five (5) year lease on the property located at 510 Second Street.

RUSSELL R. SIGHTS, City Manager, explained that Chief Foreman has been asked to discuss the reasons for this purchase and the advantages that it could provide the city. Mr. Sights indicated that the intent is to merge station two and station one into a new facility; however, that is not set in stone and the plan could change when future comments from the Insurance Services Office are received. He further indicated that even if the two stations were not combined, we still have the need for a new facility.

SCOTT FOREMAN, Fire Chief, reported that even though property on Second Street had been purchased for a possible fire station location this property is actually better suited to the city's needs. The property is centrally located within the ISO recommended area, has three road accesses from a main thoroughfare and not far off another thoroughfare and has a large building that could be converted for a facility large enough to house all our equipment for distribution which would increase our ISO distribution rating. We have outgrown the current space and there are issues with the building itself and it doesn't fit modern fire apparatus.

MAYOR AUSTIN expressed his appreciation for all the research and hard work on this project and indicated that it will save the city money in the long run on construction and renovation of the existing 36,000 square foot building instead of starting from scratch.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Commissioner Hite ----- Absent:
Commissioner Royster ---- Aye:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the resolution adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
September 27, 2016

ATTEST:
Maree Collins, City Clerk _____

CITY OF HENDERSON – RECORD BOOK

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MUNICIPAL ORDER NO. 50-16: MUNICIPAL ORDER ACCEPTING AGREEMENT BETWEEN H PROPERTIES, LLC AND THE CITY OF HENDERSON, AND AUTHORIZING MAYOR TO EXECUTE THE AGREEMENT ON CITY'S BEHALF

MOTION by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills, to adopt the municipal order approving execution of an agreement with H Properties, LLC for cost sharing in the expense of the installation of a road for Lot #65 in Braxton Park Subdivision.

RUSSELL R. SIGHTS, City Manager, explained that Braxton Park Drive was incorrectly built approximately 81 lineal feet short and accepted by both the Planning Commission and the City in 2006. The error was not caught until a building permit was requested for the lot. The agreement states that H Properties, LLC will share fifty percent of the estimated \$13,000.00, up to a maximum of \$6,500.00, to build the roadway for the lot.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
Commissioner Johnston --- Aye:
Commissioner Hite ----- Absent:
Commissioner Royster ---- Nay:
Mayor Austin ----- Aye:

WHEREUPON, Mayor Austin declared the municipal order adopted, affixed his signature and the date thereto, and ordered that the same be recorded.

/s/ Steve Austin
Steve Austin, Mayor
September 27, 2016

ATTEST:

Maree Collins, City Clerk _____

CITY ATTORNEY REPORT:

DAWN KELSEY, City Attorney, indicated that the Planning Commission has received two requests that the Board of Commissioners make a final determination on Rezoning #1059 with a Narrative Development Plan, 800 Wolf Hills Boulevard, (a/k/a Player's Club Golf Course Clubhouse) Rezoning from Agricultural-Golf Course Restricted Use to General Use with a narrative development plan for 5.688 acres. Mrs. Kelsey further indicated that she was in the process of preparing a memo detailing options and would have that ready for distribution to the Board within the next day or two and that under state statute 100.211(8) the Board has 90 days from the date that the planning commission took action (September 6th) to take final action upon a proposed zoning map amendment. Mr. Sights requested that the discussion of those options be held for the October 25th meeting as the City Attorney would not be at the October 11th meeting. There were no objections to the request.

CITY MANAGER'S REPORT:

RUSSELL R. SIGHTS, City Manager, reported that Hays Boat Ramp was closed due to a mound of rock and debris that has drifted in approximately three feet under the water about 60 feet into the river from the ramp. The dive team was sent out earlier today after a report that debris may have washed in again was received. He indicated that due to the location it might be an Army Corp of Engineers issue and not the city's responsibility. The boat ramp will remain closed until the problem can be addressed with the Corp.

CITY OF HENDERSON – RECORD BOOK

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COMMISSIONER'S REPORT:

COMMISSIONER MILLS indicated that he was in favor of the three station concept for the fire department when it was brought up years ago and hopes that is the direction the city will move in to better serve the community. He further indicated that he felt that the City was trying to dispel the 'not business friendly' image with the attempts tonight to be merchant and business friendly which are the two downtown issues that were ultimately voted down to relook at and then also the road issue for the new Braxton Park developer, Mr. Hodge.

MAYOR AUSTIN reminded everyone of the East End Park dedication at noon Wednesday, September 28, 2016 at the corner of Letcher and Helm Streets and announced that the Canoe Creek Nature Trail dedication ceremony will be held on Tuesday, October 11th at 4:00 p.m. at the trail head on the south side of Newman Park at the end of the road by the soccer field concession stand.

EXECUTIVE SESSION: Litigation

MOTION by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills to go into Executive Session pursuant to the provisions of KRS 61.810 (1) (c) for the discussion of pending litigation on behalf of the city.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Commissioner Hite ----- Aye:
 Commissioner Royster ---- Aye:
 Mayor Austin ----- Aye:

MEETING RECONVENED:

MOTION by Commissioner X R. Royster, seconded by Commissioner Robert M. Mills, the Board of Commissioners reconvened in regular session.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Commissioner Hite ----- Aye:
 Commissioner Royster ---- Aye:
 Mayor Austin ----- Aye:

MEETING ADJOURN:

MOTION by Commissioner Jan Hite, seconded by Commissioner Robert M. Mills, to adjourn the meeting.

The vote was called. On roll call, the vote stood:

Commissioner Mills ----- Aye:
 Commissioner Johnston --- Aye:
 Commissioner Hite ----- Aye:
 Commissioner Royster ---- Aye:
 Mayor Austin ----- Aye:

CITY OF HENDERSON – RECORD BOOK

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WITHOUT OBJECTION, Mayor Austin declared the Meeting adjourned at approximately 7:35 p.m.

ATTEST:

Steve Austin, Mayor
September 27, 2016

Maree Collins, City Clerk

**City Commission Memorandum
16-220**

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners
FROM: Russell R. Sights, City Manager 
SUBJECT: Amendment of 2017 Appropriation Ordinance

An item for consideration at the meeting of Tuesday, October 11, 2016, is final reading of an ordinance amending the Fiscal 2017 Budget and Appropriation ordinance for the fiscal year ending June 30, 2017.

Finance Department Memorandum 16-60, enclosed, reviews the changes in detail. A summary of the General Fund changes are as follows:

<u>Appropriation</u>	<u>Increase/(Decrease)</u>	<u>Revised</u>
General Fund:	\$ 471,000	\$ 32,401,000
Fire Department		
High-Visibility Clothing	\$ 13,000	
Mobile Communication Devices	\$ 5,000	
Public Works Department/Municipal Facilities Division		
Items for New Municipal Services Center	\$ 227,000	
Special Projects		
Replace Signage throughout City	\$ 20,000	
Transfers		
Transfer to PWI		
3 rd and Martin Luther King, Jr Streets Paving	\$ 67,000	
Transfer to Construction		
Green River Road Sidewalks	\$ 68,000	
Transfer to 911		
Furniture Purchase 911 Main & Backup Dispatch	\$ 71,000	

Your approval of the attached ordinance is requested.

c: Robert Gunter

FINANCE DEPARTMENT MEMORANDUM
16-60 (Revised)

September 22, 2016

TO: Russell Sights, City Manager
FROM: Robert Gunter, Finance Director
SUBJECT: Budget Amendments

The following are the requested budget amendments. The revised budget ordinance is attached.

General Fund – Fire Department: Additional appropriation in the amount of \$13,000 for high-visibility clothing that was ordered in the prior year but will not be delivered until this fiscal year. Proceeds will come from the \$745,000 general fund surplus generated in fiscal 2016.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-20-232-4207 Clothing Supplies	\$90,900	\$103,900

General Fund – Fire Department: Additional appropriation in the amount of \$5,000 for mobile communication devices that were placed in the fire department's front line vehicles. These were ordered in the prior year but not delivered until this fiscal year. Proceeds will come from general fund surplus generated in fiscal 2016.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-20-232-4401 Telephone	\$12,500	\$17,500

General Fund – Public Works Department/Municipal Facilities Division: There is a need for an additional appropriation in the amount of \$227,000 for supplies, furnishing, equipment, phone system, and other items for the new Municipal Service Center. Proceeds will come from general fund surplus.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-45-014-4200-001 MSC Supplies	\$ 0	\$ 45,300
10-45-014-4300-001 MSC Repair/Maint.	\$ 0	\$ 17,000
10-45-014-4600-001 MSC Capital	\$ 0	\$164,700

General Fund – Special Projects: Additional appropriation in the amount of \$20,000 to replace the signage at the various locations and entrances throughout city. Proceeds will come from general fund surplus generated in fiscal 2016.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-90-298-4495 Special Projects	\$709,000	\$729,000

General Fund – Transfers to PWI Fund: Additional appropriations in the amount of \$67,000 for the paving of 3rd and Martin Luther King, Jr streets. These were budgeted and started in fiscal 2016 but were not completed until this fiscal year. Proceeds will come from general fund surplus.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-90-599-4701 Transfer to PWI Fund	\$1,109,000	\$1,176,000

General Fund – Transfers to Construction Fund: Additional appropriation in the amount of \$68,000 for Green River Road sidewalks. The total cost of the project will be nearly \$243,000. The City will receive \$117,000 in state funds. This will leave \$126,000 for the City to cover. There is already \$58,000 in the budget for the City’s match. Proceeds will come from general fund surplus.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-90-599-4707 Transfer to Construction	\$420,000	\$488,000

General Fund – Transfers to 911 Fund: Appropriations in the amount of \$71,000 for furniture for the 911 main and backup dispatch centers. The total cost for both centers will be \$94,000. The City will be responsible for 75% with the County paying 25%. Proceeds will come from general fund surplus.

	<u>Current Budget</u>	<u>Proposed Budget</u>
10-90-599-4714 Transfer to 911 Fund	\$967,000	\$1,038,000

Gas Fund: There is a need for an additional appropriation in the amount of \$73,000 for supplies, furnishing, equipment, phone system, and other items for the new Municipal Service Center. Proceeds will come from the gas fund reserves.

	<u>Current Budget</u>	<u>Proposed Budget</u>
20-25-772-7602 Office furniture	\$ 0	\$50,000
20-25-772-7602 Instruments & Apparatus	\$16,500	\$39,500

PWI Fund: - Street Overlay/Sidewalks: Additional appropriations in the amount of \$67,000 for the paving of 3rd and Martin Luther King, Jr streets. These were budgeted and started in fiscal 2016 but were not completed until this fiscal year. As shown above, funding will come from the General Fund.

	<u>Current Budget</u>	<u>Proposed Budget</u>
50-45-342-4317 Street Overlay/Sidewalks	\$440,000	\$507,000

Construction Fund – Streets/Sidewalks: Additional appropriation in the amount of \$68,000 for Green River Road sidewalks. The total cost of the project will be nearly \$243,000. The City will receive \$117,000 in state funds. This will leave \$126,000 for the City to cover. There is already \$58,000 in the budget for the City’s match. As shown above, funding will come from the General Fund.

	<u>Current Budget</u>	<u>Proposed Budget</u>
51-90-298-4612 Streets/Sidewalks	\$592,500	\$660,500

911 Fund: Appropriations in the amount of \$94,000 for furniture for the 911 main and backup dispatch centers. The City will be responsible for 75% with the County paying 25%. Funding will come from the General Fund and Henderson County.

		<u>Current Budget</u>	<u>Proposed Budget</u>
58-3764	County Contribution	\$322,000	\$ 345,000
58-3851	Transfer from General	\$967,000	\$1,038,000
58-40-018-4602	Office Furniture	\$ 0	\$ 94,000

When the fiscal 2017 budget was adopted, it included the projection that fiscal 2016 would end with a surplus of \$50,000. The actual surplus was over \$745,000. If approved, this will increase the general fund's budget by \$471,000 to a revised total of \$32,401,000 and leave \$274,000 of the 2016 surplus in reserves.

The prior year finished on a positive note. Revenue came in \$452,700 better than projected. Of that number, taxes came in \$156,575 over projections with insurance premium taxes \$116,550 over and payroll taxes \$71,224 better than expected.

Another contributor to the revenue was the interest/market value adjustment which ended the year \$190,720 better than projected.

Expenses came in \$242,664 lower than projected. The largest variance was in transfers to other funds which came in \$472,000 lower with transfers to the PWI Fund \$324,000 better than expected. Much of that was due to the overlay contractor's June invoice not being paid until July. Due to a delay in the delivery of buses, the transfers to the HART Fund were \$136,000 below expectations. The one item that was not expected during the preparation of the budget was the \$236,602 payment to the various taxing entities for the housing payment in lieu of tax.

The general fund ended fiscal 2016 with a fund balance of \$11,527,103.



Robert Gunter

Attachments

Public Works Memorandum
16-11

Date: September 16, 2016

TO: Robert Gunter, Director of Finance

FROM: Brian Williams, Public Works Director *BW*

SUBJECT: Furnishings and Accessories for Municipal Services Center in
Public Works and Combined Areas

Office Furnishings/Conference Room	\$60,000.00
Copy Machine	\$ 3,500.00
Employee Breakroom	\$ 9,200.00
Employee Lockers	\$ 7,000.00
2 Computers, laptop & color printer	\$ 5,600.00
Exercise Room	\$10,000.00
Training Room/Video System	\$22,000.00
Storage Area Shelving	\$ 4,000.00
Phone System	\$60,000.00
Time and Attendance Clock (4 stations)	\$ 6,000.00
Safety Cameras	\$17,000.00
Used Electric Fork Truck	\$16,000.00
Used Scissor Lift	<u>\$ 6,500.00</u>
	\$226,800.00

Robert J. Gunter

From: Dylan H. Ward
Sent: Wednesday, September 21, 2016 3:34 PM
To: Robert J. Gunter
Subject: HMSC Office Furniture

Robert,

Based on the list Buzzy gave me I have come up with a budget number/estimate for the HMG furnishings at the new building.

The breakdown is:

Pipe Storage Rack = \$23,000.00
Office Furnishings = \$50,000.00

Thanks,
Dylan

ORDINANCE NO. 33-16

ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE

SUMMARY: AN ORDINANCE AMENDING BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017 FOR THE CITY OF HENDERSON, KENTUCKY

WHEREAS, on June 18, 2016, the City of Henderson adopted its annual budget and appropriation ordinance for the fiscal year commencing July 1, 2016 and ending June 30, 2017, being Ordinance No. 21-16, and,

WHEREAS, the City Manager recommends that the following additional amendments be adopted.

NOW, THEREFORE, BE IT ORDAINED by the City of Henderson, Kentucky, that Ordinance No. 21-16 is amended as follows:

1. The budget submitted to the Board of Commissioners by the City Manager for fiscal year 2016 - 2017 is hereby amended as follows:

GENERAL FUND

ADMINISTRATION	\$	2,672,330	\$	2,672,330
FINANCE		2,349,210		2,349,210
FIRE	—————	6,941,750		6,959,750
PARKS & RECREATION		1,891,470		1,891,470
POLICE		7,031,420		7,031,420
PUBLIC WORKS	—————	2,567,760		2,794,760
INFORMATION TECHNOLOGY		1,099,510		1,099,510
TRANSFERS/AGENCIES	—————	7,376,550		7,602,550
TOTAL	\$	<u>31,930,000</u>	\$	<u>32,401,000</u>

2. There is hereby appropriated from the General and Special Fund Accounts of the City of Henderson and allocated to the various Funds of the City the following amounts:

PUBLICATION DATE: _____

FIRST READ: 09/27/2016
SECOND READ: _____

GENERAL FUND

GENERAL FUND EXPENDITURE TOTAL	\$ 26,720,000	\$ 26,985,000
TRANSFER TO PWI	1,109,000	1,176,000
TRANSFER TO MASS TRANSIT	684,000	684,000
TRANSFER TO CONSTRUCTION FUND	420,000	488,000
TRANSFER TO EMERGENCY COMM.	967,000	1,038,000
TRANSFER TO POLICE/FIRE PENSION	404,000	404,000
TRANSFER TO CIVIL SERVICE PENSION	179,000	179,000
TRANSFER TO CEMETERY	204,000	204,000
TRANSFER TO BOND FUND	1,243,000	1,243,000
TOTAL GENERAL FUND	<u>\$ 31,930,000</u>	<u>\$ 32,401,000</u>
NATURAL GAS FUND	\$ 16,540,000	\$ 16,613,000
HEALTH REIMBURSEMENT ARRANGE.	\$ 420,000	
CIVIL SERVICE PENSION FUND	\$ 185,000	
POLICE & FIRE PENSION FUND	\$ 404,000	
CEMETERY FUND	\$ 405,000	
HEALTH INSURANCE FUND	\$ 7,543,000	
BOND FUND	\$ 4,308,000	
PUBLIC WAY IMPROVEMENT FUND	\$ 1,765,000	\$ 1,832,000
CONSTRUCTION FUND	\$ 9,124,000	\$ 9,192,000
FLOOD MITIGATION FUND	\$ 861,000	
HART OPERATING FUND	\$ 1,649,000	
SANITATION FUND	\$ 3,262,000	
EMERGENCY COMMUNICATIONS FUND	\$ 1,839,000	\$ 1,933,000
COMMUNITY DEVELOPMENT FUND	\$ 510,000	
POLICE INVESTIGATION FUND	\$ 20,000	
TRI-COUNTY RECYCLING	\$ 20,000	

3. This Ordinance shall be effective as of July 1, 2016.

This ordinance of amendment shall become effective upon its legal adoption.

On first reading of the foregoing ordinance, it was moved by Commissioner X R. Royster seconded by Commissioner Robert M. Mills, that the ordinance be adopted on its first reading.

On roll call the vote stood:

Commissioner Mills:	<u>AYE</u>	Commissioner Royster:	<u>AYE</u>
Commissioner Johnston:	<u>AYE</u>	Mayor Austin:	<u>AYE</u>
Commissioner Hite:	<u>ABSENT</u>		

WHEREUPON, Mayor Austin declared the ordinance adopted on first reading and ordered that it be presented for second reading at a regular meeting of the Board of Commissioners.

On second reading of the foregoing ordinance, it was moved by Commissioner _____ seconded by Commissioner _____, that the ordinance be adopted.

WHEREUPON, the vote was called. On roll call the vote stood:

Commissioner Mills:	_____	Commissioner Royster:	_____
Commissioner Johnston:	_____	Mayor Austin:	_____
Commissioner Hite:	_____		

WHEREUPON, Mayor Austin declared the ordinance adopted, affixed his signature and the date and ordered it be recorded.

Steve Austin, Mayor

Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF SEPTEMBER, 2016.

By: _____
Dawn Kelsey
City Attorney

**City Commission Memorandum
16-221**

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners
FROM: Russell R. Sights, City Manager 
SUBJECT: Exemption of Identification of Certain City Owned Vehicles

The accompanying resolution identifies vehicles that may be identified with the City's branding insignia and exempts certain City owned vehicles from being identified with City branding insignia or the City seal.

This resolution is being presented after discussion was held at the Special Called Work Session of Tuesday, September 20, 2016.

Your approval of the attached resolution is requested.

c: Dawn Kelsey
Donna Stinnett

RESOLUTION NO. _____

RESOLUTION EXEMPTING CERTAIN CITY OWNED VEHICLES FROM BEING IDENTIFIED WITH CITY BRANDING INSIGNIA OR CITY SEAL

BE IT RESOLVED by the Board of Commissioners of the City of Henderson, Kentucky, as follows:

1. All vehicles owned by the City, not otherwise marked with the City Seal, shall be properly identified with the City's branding insignia placed on the front door of each side of said vehicle as shown in Exhibit A.
2. In accordance with KRS 186.067, the following vehicles are exempt from the provisions of this section:
 Vehicles assigned to the Chief of Police, Police Major, the Detective Division, and Fire Department Investigator.
3. The Water and Sewer Commission of the City of Henderson will designate the insignia for all vehicles under its control.
4. The City may, as the need arises, add or delete various vehicles used for investigative purposes.

On motion of Commissioner _____, seconded by Commissioner _____, that the foregoing Resolution be adopted, the vote was called.

On roll call, the vote stood:

Commissioner Johnston: _____	Commissioner Mills: _____
Commissioner Hite: _____	Mayor Austin: _____
Commissioner Royster: _____	

WHEREUPON, Mayor Austin declared the Resolution adopted, affixed his signature and the date thereto and ordered that the same be recorded.

Steve Austin, Mayor

Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND
LEGALITY THIS 3rd DAY OF
OCTOBER, 2016.

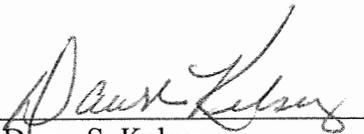
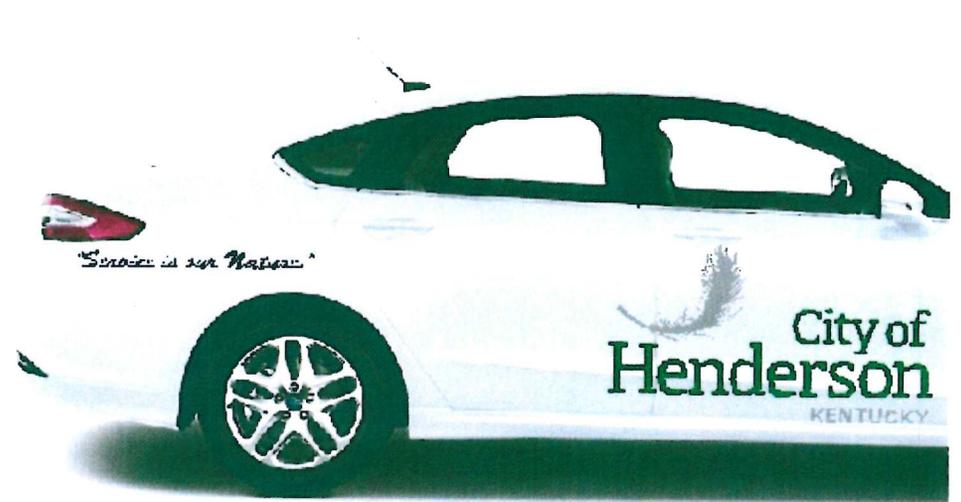
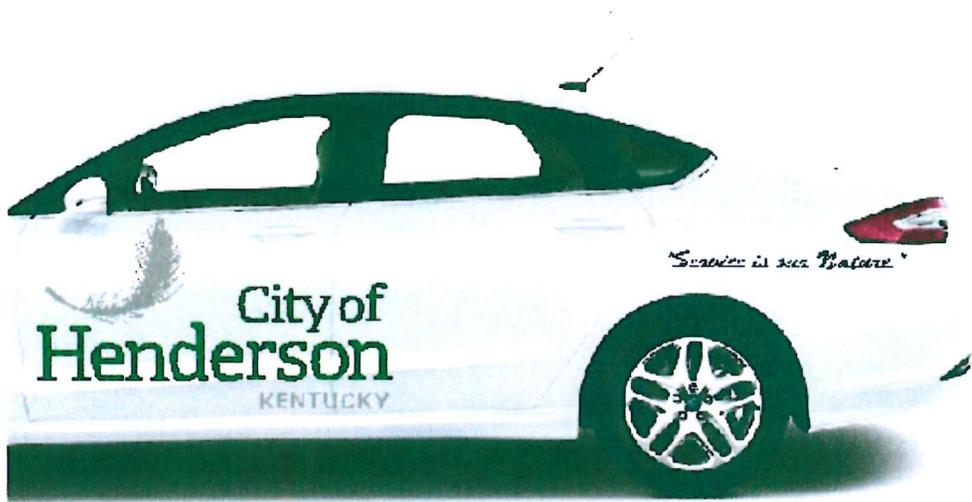
By: 
Dawn S. Kelsey
City Attorney



EXHIBIT A



City Commission Memorandum
16-222

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Award of Bid for Media Replacement in Pools at Atkinson Park Pool Complex

The accompanying municipal order authorizes the award of a bid to Spear Corporation, Roachdale, Indiana, for media replacement in all three (3) swimming pools at the Atkinson Park Pool Complex in the amount of \$39,155.00.

The scope of work includes replacing all media and installation of new laterals, splash plates, tank manhole covers, and manhole gaskets for SwimTime vertical steel filters on main (lap) pool, wading pool, and the slide pool (splash pool). The City of Henderson will remove all existing media and dispose in landfill. The job will be handled as a turnkey project.

Bid packages were sent to five firms, with two firms indicating that their firms were not interested in the work and only one bidder responded. I do not like to award a bid without competition, especially when the amount exceeds the amount of funds budgeted. However, in this case suppliers are reportedly limited, and this work needs to be completed before next season. Our records indicate that the current media replacement has not been done for approximately 22 years. Normal useful life is approximately 15 years.

Based on this background information, we see no change in our status if we re-advertise for bids. However, we will be pleased to re-advertise if that is the decision of the Board. Therefore, your approval of awarding this bid is recommended.

c: Mark Simmons
Trace Stevens
Penny Hahn

**Park and Recreation Memorandum
16-18**

Monday, October 03, 2016

TO: Russell Sights, City Manager
Robert Gunter, Finance Director
William Newman, Assistant City Manager

CC: Lynn Drew
Penny Hahn

FROM: Trace Stevens, CPRP, Park and Recreation Director
Mark Simmons, Recreation Program Manager

SUBJECT: Pool Media Replacement Bid Acceptance

In response to bid 16-23 the Parks Recreation and Cemeteries Department would like recommend that the city accept the bid from Spear Corporation in the amount of \$39,155. This amount is for the sandblasting and painting of the interior of the filters; the replacement of all broken or damaged lateral lines and diffusers and the replacement of the pool filter sand and gravel media.

Spear Corporation was the sole responsive bidder and the sole attendee of the mandatory pre-bid meeting.

This project was budgeted at \$34,500 but came in \$4655 higher. This is due to the condition of the tank's interior and the work required to prepare them for painting. This overage can be covered by existing funds in the pool instruments and apparatus budget line in this FY17 budget. If the Board of Commissioners chooses to accept this bid the full cost can be covered in this year's existing budget.

Enclosures: Bid 16-23 Tabulations
Bid 16-23

City of Henderson, Kentucky
Invitation to Bid

Bid Reference No. 16-23

SPECIAL CONDITIONS

The City of Henderson is soliciting sealed bids for media replacement in all three (3) swimming pools at the Atkinson Park Pool Complex. The project includes replacing all media and installation of new laterals, splash plates, tank manhole covers, and manhole gaskets for SwimTime vertical steel filters on main (lap) pool, wading pool, and the slide pool (splash pool). The City of Henderson will remove all existing media and dispose in landfill. The job will be handled as a turnkey project.

The project must be completed prior to May 1, 2017.

The contractor must obtain any necessary permits and/or licenses required. The contractor must exercise proper precaution at all times for the protection of persons and property.

Insurance:

During the term of the contract and before any part of the services are performed or the goods are delivered, Bidder shall, at Bidder's sole expense, cause to be issued and maintained not less than the insurance coverage set forth below:

A. Broad Form Comprehensive General Liability, including Products and Completed Operations.

Bodily Injury: \$1,000,000 each occurrence
 \$2,000,000 aggregate

Property Damage: \$1,000,000 each occurrence

B. Automobile Liability, including any auto, hiring autos and non-owned autos.

\$1,000,000 combined single limit

C. Workers Compensation for all employees used on the job pursuant to statute.

Certificates of insurance, issued by companies authorized to do business in the state of Kentucky, satisfactory in form to the City and signed by the Bidder's insurer shall be supplied by Bidder to the City evidencing that the above insurance is in force and that not less than thirty (30) calendar days written notice will be given to the City prior to any cancellation or restrictive modification of the policies. Bidder shall replace any cancelled policy within the thirty (30) day notice period so that there is no lapse in coverage at any time during the period covered by this contract.

SPECIAL CONDITIONS

Page 2

Below is the Atkinson Pool vertical steel filter information.

Main (Lap) Pool:

Filter Model Number: P251726
Filter Serial Number: 2517260
Total Area Filter Surface: 28.29 Square Feet
Filtration Rate: GPM/Ft²:15
Filtration: 424 Backwash: 424

Wading Pool:

Filter Model Number: P251604
Filter Serial Number: 251604CS062195UH
Total Area Filter Surface: 19.63 Square Feet
Filtration Rate: GPM/Ft²:15
Filtration: 294 Backwash: 294

Slide (Splash) Pool:

Filter Model Number: P251363
Filter Serial Number: P251363CS062295UH
Total Area Filter Surface: 7.09 Square Feet
Filtration Rate: GPM/Ft²:15
Filtration: 107 Backwash: 107

A mandatory pre-bid conference will be held at the property location, 1813 North Elm Street, at 10:00 a.m. prevailing local time on Wednesday, September 21, 2016. All prospective bidders are required to attend.

The bidder must furnish at least three references to demonstrate performance and service capabilities.

Inspection of Facility:

Contact Mark Simmons, Recreation Program Manager, for a facility visit at (270) 831-1274. Questions regarding the project may be directed to Terry Stone, Facility Supervisor, at (270) 831-1200.

The City of Henderson reserves the right to reject any and all bids.

All bids shall remain in effect for sixty (60) days from date of opening.

SPECIAL CONDITIONS

Page 3

The City's sales tax exemption status may not be used by the bidder to acquire materials or supplies on a sales tax exempt basis. Any sales taxes or other taxes incurred by the bidder remain the responsibility of the bidder. It is assumed that all such costs incurred by any bidder are included in his bid price.

The successful bidder will be required to obtain a City of Henderson Occupational License before beginning any work on this project.

The successful bidder shall comply with all applicable local, state and federal rules, regulations and guidelines, and all local building codes.

Any permits, fees, or bonds required for this project are considered incidental to the work required for this project and no direct payment will be made for same.

Any questions about the City's bid procedures or requirements shall be directed to Penny N. Hahn, Assistant Finance Director, at 270-831-1290, ext. 2220. Contact Mark Simmons, Recreation Program Manager, for a facility visit at (270) 831-1274. Questions regarding the project may be directed to Terry Stone, Facility Supervisor, at (270) 831-1200.

City of Henderson, Kentucky
Invitation to Bid

Bid Reference No. 16-23

TECHNICAL SPECIFICATIONS

Scope of Work:

The contractor must take measurements for project, furnish labor, and all materials to complete the project and will include:

- Supervision of work
- Preparation
- Cleaning
- Removal (sandblasting or equivalent) of paint inside filters. Please specify an alternative to sandblasting.
- Priming
- Painting of walls
- Supply and replace all laterals in (3) filter vessels
- Installation of gravel support media (as specified by SwimTime)
- Installation of sand filter media (as specified by SwimTime)
- Supply and install (3) filter tank manhole covers and gaskets
- Installation of all materials and parts
- Site clean-up
- Provide start up of systems and check for any problems or leaks and correct

Technical Specifications for Swimming Pools:

- Surface preparations must be in strict compliance with SwimTime or equivalent vertical steel filter systems.
- Types of coatings to be used will be in strict compliance with SwimTime vertical steel filter requirements.
- Coatings must be prepared and applied in strict compliance with manufacturer's recommendations for the painting.
- Must be painted **white** as they are now.

- End of Section -

MUNICIPAL ORDER _____

MUNICIPAL ORDER AWARDING BID FOR THE LUMP SUM BID-TURNKEY PROJECT, POOL MEDIA REPLACEMENT FOR ATKINSON POOL TO SPEAR CORPORATION, OF ROACHDALE, INDIANA IN THE AMOUNT OF \$39,155.00

WHEREAS, the City of Henderson has issued invitations to bid for a lump sum bid-turnkey project, pool media replacement for Atkinson Pool; and

WHEREAS, bids were submitted to the City pursuant to said invitations, and were publicly opened on September 30, 2016, with Spear Corporation of Roachdale, Indiana, submitting the best bid, which bid the City Manager recommends be accepted.

NOW, THEREFORE, BE IT ORDERED by the City of Henderson, Kentucky, that the recommendation of the City Manager is approved, and award is hereby made to Spear Corporation, 12966 North County Road, 50 W, Roachdale, Indiana, 46172, for the lump sum bid-turnkey project, pool media replacement for Atkinson Pool in the amount of \$39,155.00, in strict accordance with its bid as submitted pursuant to Bid Reference 16-23.

On motion of Commissioner _____, seconded by Commissioner _____, that the foregoing Municipal Order be adopted, the vote was called. On roll call the vote stood:

Commissioner Johnston: _____ Commissioner Mills: _____
Commissioner Hite: _____ Mayor Austin: _____
Commissioner Royster: _____

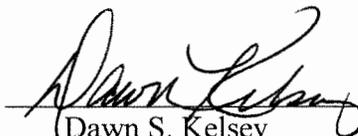
INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE READING and Mayor Austin, affixed his signature and the date thereto and ordered that the same be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 4 DAY OF OCTOBER, 2016.

By: 
Dawn S. Kelsey
City Attorney

City Commission Memorandum
16-223

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: Purchase Dump Truck with Snow Plow and Salt Spreader

The accompanying municipal order authorizes the award of a bid for the purchase of a new two-ton dump truck with bed, snow plow, and salt spreader, to Truck Centers, Inc., Evansville, Indiana in the low bid amount of \$115,890.00. The amount budgeted in Fiscal Year 2017 is \$125,000.00.

The truck will be assigned to the Public Way Improvement division of Public Works and will replace unit 342-009, a 1989 model with nearly 80,000 miles.

Bid packages were sent to 19 vendors, with two bids received. All bids received met specifications and award is recommended accordingly.

This purchase is a carryover from Fiscal Year 2016 and funds are budgeted for this purpose. Your approval of the attached municipal order is requested.

c: Brian Williams
Steve Gibson
Penny Hahn

PUBLIC WORKS MEMORANDUM

16-13

Oct. 3, 2016

TO: Russell Sights, City Manager
FROM: Brian Williams, Public Works Director *BW*
SUBJECT: Bid Reference No. 16-25, Two-Ton Dump Truck with
Snow Plow & Salt Spreader

Bids were opened Sept. 30, 2016 and were as follows:

<u>Bidder</u>	<u>Amount</u>
Truck Centers, Inc.	\$115,890.00
Peterbilt of Evansville	\$123,894.00

I recommend Bid Reference No. 16-25 in the amount of \$115,890.00 for the
aforementioned equipment be awarded to Truck Centers, Inc., Evansville, IN.

BW/bp

CITY OF HENDERSON, KENTUCKY
 BID TABULATION SHEET

BID REFERENCE NO.: 16-25
 DATE BID OPENED: 09/30/16
 APPROVAL DATE: _____
 ACCEPTANCE FORM SENT: _____

TRUCK CENTERS INC
 EVANSVILLE, IN

PETERBILT OF EVANSVILLE
 EVANSVILLE, IN

One (1) New Two-Ton Dump Truck with Snow
 Plow and Salt Spreader, FOB Henderson

\$115,890.00

\$123,894.00

Other Bidders Contacted:

Ruxer Truck; Municipal Equipment; Southeastern Equipment; Miller Truck Equipment; CMI Equipment; Hooper Machinery; Sternberg International; Uebelhor & Sons; Tri-State Truck Equipment; Evansville Truck Center; Tri-State Utility Equipment; Elpers Truck Equipment; Freightliner of Evansville; Audubon Chrysler Center; Dempewolf Ford .incoln-Mercury; Henderson Chevrolet-Oldsmobile; Meyer Truck Equipment

Bids Opened & Recorded By:

Penny N. Hahn
 Penny Hahn
 Cindy Bickwermert

Cindy Bickwermert

Bids Reviewed By:

Brian Williams
 Steve Gibson

City of Henderson, Kentucky
Invitation to Bid

Bid Reference No. 16-25

SPECIAL CONDITIONS

The City of Henderson is soliciting sealed bids for one (1) new two-ton dump truck equipped with a snow plow and salt spreader. All bids shall be based on the following minimum specifications.

Bids shall be for new equipment.

Each bidder shall furnish specifications, length of warranty, list of all features and/or optional equipment, delivery date, product support, parts availability, etc.

All bid prices shall include delivery to the City of Henderson, Central Garage, 1131 Fifth Street.

Technical questions may be directed to Brian Williams, Public Works Director, at 270-831-1224 or Steve Gibson, Street Superintendent, at 270-831-1225. Bid procedure questions may be directed to Penny N. Hahn, Assistant Finance Director, at 270-831-4920.

- End of Section -

City of Henderson, Kentucky
Invitation to Bid

Bid Reference No. 16-25

TECHNICAL SPECIFICATIONS

Truck Cab & Chassis

GVWR

33,000#

Engine

Diesel, 230hp, 7.2 L V6, 440 ci

Wheelbase

157"

Height

Max. height to be 114" inc. cab shield and tarp

Transmission

Allison 3500 RDS 6 SPEED push button with Transynd synthetic fluid Provisions for front Power – Take-off, or equivalent

Tires

11R22.5, radial tubeless, 14 ply

Rims

22.5" Bud style

Exterior & Interior

White exterior with vinyl interior

Equipment

AM/FM radio, air brakes, engine block heater,
air conditioner, front tow hooks, air dryer

Frame

Front Extension Frame 24" Integral
80,000 psi reinforcement

Front steel ¼ Heavy Duty c-channel type – Construction bumper with swept back
Ends

TECHNICAL SPECIFICATIONS

Page 2

Suspension

12,000 lb front axle with 12,000 lb front springs
21,000 lb rear axle with 21,000 lb rear springs and 4,500 lb auxiliary springs
Front and Rear Stabilizer bars

Cab

Front Stationary grille

Dump Body

Bed

10' length, 5.2 – 6.8 cu yd capacity
One piece floor, 3/16" T-1 steel 130,000 PSI tensile
8" structural steel I-beam longmembers
Uni-body design with no crossmembers
Smooth seamless floor and side sheets
2" radius – floor to sides, 24" high 10 gauge sides
32" high one piece, 10 gauge steel double acting tailgate with 3/8" spreader chains
Front and rear side board pockets
5 – 3/4" x 12-10 gauge full depth rear corner post
Nitrided 1 1/2" diameter connecting pins through 2 – 1/2" hinge blocks
Greaseless composite bushings, 8" structural channel rear apron
Federal standard #108 rear clearance lights and reflectors w/sealed harness LED

Hoist

Mahiot model M-90-4-3 hoist w/oscillating collar (2 year cylinder warranty) min.
Class 50, 21.5 ton capacity
Trunnion mounted nitrided cylinder
PTO with direct front mounted pump and lever controls

Other

12" spill pan
22" x 78" cab shield
Ladder and grab handle mounted on curbside front
Full length tarp/walk rods both sides
15 ton pintle hitch mounted on 1/2" steel bolster with safety chain rings
Electric brake controller with 6 pin socket at rear
Rubber splash guards ahead of rear tires
Bed color - white

TECHNICAL SPECIFICATIONS

Page 3

Roll-rite tarp system

92" wide tarp spool housing std, 84" tarp width std
1011 high torque motor (3-4 spring) 5 ball bearings w/steel alloy & bronze gears
1912 super duty motor (5-6 spring) 7 ball bearings w/precision cut gears
Fully enclosed spool assemble for optimal tarp/spool protection

Roll-rite premium tarp material

18 oz polyester (sewn with polyester thread) for asphalt applications

Central Hydraulic System, Plow and Spreader

Hydraulic Tandem Pump

Pump shall be a heavy duty needle bearing type positive displacement tandem gear pump. Pump to be cast iron construction Commercial Intertech P20 series. Front gear section shall provide flow to the directional control valve to operate the dump body, plow lift, and plow angle. The back gear section shall provide flow to the dual spreader control valve. The pump shall be crankshaft mounted via the engine drive with a 1" keyed shaft, SAE 2 & 4 bolt "B" mount, capable of 17 GPM front gear set and 15 GPM back gear set @ 1000 RPM.

Mounting

The hydraulic pump shall be mounted with shaft center line parallel to the crankshaft center line and at a level to create not more than a three degree angle on the drive line. The pump mounting shall be incorporated with a bracket fabricated to mount in the extended frame rails of the truck.

Drive Use

The drive line assembly shall be used to drive the hydraulic pump directly off the crankshaft of the engine through a splined driveline to allow for movement. The drive line shall be a 1280/ 1310 series including grease fittings for the slip assembly and u-joints. Any set screws will be safety wired. Drive Shaft shall be a Force America model FAD-473-479-S.

Hydraulic Reservoir

The hydraulic reservoir shall have a minimum capacity of 40 gallons. The tank shall be mounted on the passenger's side frame of the truck. Reservoir to be constructed of a minimum of 14 gauge pickled steel, exterior powder coated. Heavy 3/16" thick angle iron brackets for vehicle frame mounting. The tank is to be internally baffled with return flow deflection plates to prevent suction aeration. Two 2.00" NPT suction ports shall be

TECHNICAL SPECIFICATIONS

Page 4

provided on the side of the tank for proper suction line connection. Reservoir to have 2.00" NPT ports on both sides of the tank and a 3/4" NPT return port at the rear of the tank. The reservoir shall have two in-tank mounted filter assemblies. The reservoir shall have a port located at the top of the tank for an optional sensor for low oil level. The reservoir package will include the following:

1. Two Suction Strainer 100 mesh screen type filter with a 3 psi by-pass.
2. Basket type filler breather cap with riser to keep out tank top contamination,
3. Magnetic drain plug.
4. Oil level sight and temperature gauge externally mounted.
5. Two In Tank return filters with 25 psi by-pass, 10 micron element, with filter indicator gauge.
6. 2" Full Flow ball valve.
7. Low Oil Sensor to be wired to control panel.
8. Filter By-Pass Pressure Sensor.

Spreader Control Valve

The dual flow spreader valve shall control the Auger and Spinner independently via a 12V DC pulse width modulated signal. Valve must be a mono-block design with two pressure compensated cartridges that are a single piece design with hardened cartridge bores and spools and capable of flows up to 14 GPM with pressures to 3000 PSI. Valve is to be adaptable for use with a load sensing system or open center system with an unloader valve capable of 34 GPM. A full flow adjustable relief valve must be integrated into the mono-block design. This may also serve as a main relief valve if the power beyond feature is used. A pilot relief will not be accepted The Cartridge shall have a heavy duty 7/15-20 UNF screw style manual over-ride that is adjustable from no flow to full flow. Valve housing is to be made of aluminum with a gray anodizing for durability and resistance corrosion. All plumbing shall come out the bottom of the valve for ease of mounting it into an enclosure. Valve to be Force America model SCE Spin-A-Veyer valve.

Switch Control Console MFC-6000-DKB

The switch console tower shall hold up to six control levers for remote valve control cables. The console shall be capable to be adjustable in height with the mounting bracket separate from the mgt console tower. A removable panel on each side of the console tower to give access to the cable controls for servicing. The console shall have up to eight high amp rocker switches protected with auto reset circuit breakers. Each switch will have illuminated custom nomenclature to identify each function. The console shall be an enclosed assembly with an 80 amp in line power contactor used for automatic shut off through the ignition dash key disconnect.

TECHNICAL SPECIFICATIONS

Page 5

The unit will be supplied with a detachable 15 foot wiring harness and all wiring shall be color coated throughout. The switches are to be arranged as follows:

1. Plow Light
- 2, Cab Strobe
3. Rear Strobe
4. Sander Light
5. Auxiliary
- 6, Auxiliary
7. Auxiliary
8. Master Power

The console shall have up to four warning indicator lights and two buzzers for sensors on the switch panel to identify the following:

1. Low oil level, with buzzer
2. Oil Temperature
3. Dump Body-Up with buzzer
4. Filter By-Pass for return filter

Valve Controls

The valve controls shall be a remote control system with sealed cables. It must have bonnet-type connections at valve banks as to seal hydraulic valve spool ends. Valve controls shall be mounted between the seats in a location to be approved by the city. The control levers shall include a single axis lever with center lock release button for hoist and a dual axis joystick for plow lift and plow angle with two momentary type buttons for remote operation of the spreader control. The control levers shall be mounted to a tower with a spacer plate between to space the levers apart. The cable core shall be stainless steel capable of 100 pounds of push and pull.

Directional Control Valve

The directional control valve shall be a model DVA20 series Commercial valve rated for up to 40 GPM Valve to be stackable spool type mounted between the frame rails outside the vehicle cab. Valve sections to be arranged as follows.

1. Hoist, double acting 4-way with down side relief" set @ 600 psi.
2. Plow Lift, double acting 4-way.
3. Plow .Angle, double acting 4-way.

Cushion Relief Valve

The cushion relief valve is designed to eliminate or minimize shock surge and overload conditions for the angle cylinders with relief settings at 1800 psi.

Electric Spreader Control

The electronic spreader control shall be designed for precise open-loop control of granular material. The auger and spinner shall be independently controlled, with control knobs and current compensated pulse width modulated outputs. Maximum and minimum speeds for auger and spinner must be infinitely adjustable for fine-tuning of speed settings. There shall be an adjustable blast mode to increase auger speed, momentarily or tithed up to 1 6 seconds. The auger speed shall be capable of being operated in open-loop ground speed based mode, or manual, non-ground speed based mode. In manual mode, there shall be optional automatic spreader shut down when truck comes to a stop. The spreader control shall have adjustable backlighting and optional inputs for remote blast and standby.

Control must be provided with detailed operator's manual, calibration manual, and wiring diagrams. Manufacturer's representative must provide 1 hour of operator's training and 2 hours mechanic's training at the city's garage. Manufacturer's representative also responsible for providing on-site calibration assistance. The controller shall be a Force America model SSC-2100.

Snow Plow and V-box Spreader

Spreader:

- All hardware and fasteners shall be stainless steel.
- Conveyor chain shall have a heavy duty spring loaded idler adjustment.
- Chain shall be self-cleaning, pintle type, with tensile strength of 21,000 pounds per strand.
- Chain shall have a cross bar welded on both the top and bottom to every other chain link.
- Distributor disc shall be at least 18" diameter and made of 7 gauge stainless steel with replaceable stainless steel fins, mounted on a cast iron replaceable hub.
- Interior material deflectors to be stainless steel.
- Spinner assembly shall be 10 gauge stainless steel and fully adjustable.
- There shall be 4 external adjustable baffles.
- Top screen to be 3/8" welded rods.
- A stainless steel feedgate and ruller.
- 10 gauge stainless steel, full height, side supports every 2".
- Heavy duty lift loop.

TECHNICAL SPECIFICATIONS

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- The conveyor system shall be of chain bar-flight pintel type running longitudinally with the body so as to feed material to the gate opening. The width shall be approximately 24". The bottom shall be 7 gauge, stainless steel. Chain shall have an adjustment of 3" to 4" of travel for proper tension adjustment. Chain shall have a 10 gauge, stainless steel, formed cover. The conveyor chain shall be driven through a gearbox by a low speed, high torque hydraulic motor that shall be directly coupled to the gearbox. The drive shaft shall have a servo sensor.
- Conveyor shafts shall have heavy duty, sealed self-aligning four bolt flange bearings equipped with grease fittings.
- The conveyor shall have a front and rear wiper.
- A manual shall be included with the spreader detailing operation, maintenance, parts and safety precautions.

Plow:

- Moldboard – height not less than 32", exclusive of snow deflector; capable of clearing a path not less than 103" when in full (30°) angle position; length not less than 120"; 7 gauge high tensile steel, one piece sheet formed 15" radius; bottom angle to be 3"x 3" x ½" structural angle; 6 vertical ribs made of structural angle iron or from 6 gauge hot rolled steel, so as to have two bearing surfaces against moldboard; single flame cut ribs not acceptable; angle 30° left or right.
- Deflector – full length of the top of the moldboard; installed so as snow shall not top the moldboard.
- Supports – moldboard to be equipped with two heavy duty steel casting, full swivel, adjustable, runner type shoes with a road bearing surface of 26 square inches each; curb guards on both ends of moldboard.
- Cutting Edge – ½" x 6" x 120" grader blade steel and attached in such a manner as to give maximum wear.
- Tripping Device – shall include a full moldboard tripping device; a minimum of 6 external, self-cleaning, expansion-type springs.
- Push Frame Assembly – shall attach in such a manner as to provide ample road clearance and sufficient oscillation to follow road contour; 15" radius and mount on 51 ½" spacing; the "A" frame of the assembly from coming into contact with vehicle at full angle.
- Mounting – either bumper to frame or bumper to axle with all plowing forces to be transmitted to the truck's frame.
- Lifting Device – lifting and power angling system shall consist of an electric hydraulic pump, hydraulic fluid reservoir, electric solenoid control valves, lifting cylinder, power angling cylinders, quick-disconnect hoses, wiring necessary for normal operation; a pressure release device and a filtration system; "breakaway" ability.

TECHNICAL SPECIFICATIONS

Page 8

- A quick hitch system.
- Plow guide markers
- A manual shall be included with the plow detailing operation, maintenance, parts and safety precautions.

- End of Section –

MUNICIPAL ORDER _____

MUNICIPAL ORDER AWARDING BID FOR THE PURCHASE OF ONE (1) TWO-TON DUMP TRUCK WITH SNOW PLOW AND SALT SPREADER TO TRUCK CENTERS, INC. OF EVANSVILLE, INDIANA IN THE AMOUNT OF \$115,890.00

WHEREAS, the City of Henderson has issued invitations to bid for a two-ton dump truck with snow plow and salt spreader; and

WHEREAS, bids were submitted to the City pursuant to said invitations, and were publicly opened on September 30, 2016, with Truck Centers, Inc. of Evansville, Indiana, submitting the low bid, which bid the City Manager recommends be accepted.

NOW, THEREFORE, BE IT ORDERED by the City of Henderson, Kentucky, that the recommendation of the City Manager is approved, and award is hereby made to Truck Centers, Inc., 325 Rusher Creek Road, Evansville, IN 47725, for the purchase of a two-ton dump truck with snow plow and salt spreader in the amount of \$115,890.00, in strict accordance with its bid as submitted pursuant to Bid Reference 16-25.

On motion of Commissioner _____, seconded by Commissioner _____, that the foregoing Municipal Order be adopted, the vote was called. On roll call the vote stood:

Commissioner Johnston: _____	Commissioner Mills: _____
Commissioner Hite: _____	Mayor Austin: _____
Commissioner Royster: _____	

INTRODUCED, PUBLICLY READ AND FINALLY APPROVED ON ONE READING and Mayor Austin, affixed his signature and the date thereto and ordered that the same be recorded.

Steve Austin, Mayor
Date: _____

ATTEST:

Maree Collins, City Clerk

APPROVED AS TO FORM AND LEGALITY THIS 4 DAY OF OCTOBER, 2016.

By: 
Dawn S. Kelsey
City Attorney

City Commission Memorandum
16-224

October 7, 2016

TO: Mayor Steve Austin and the Board of Commissioners

FROM: Russell R. Sights, City Manager 

SUBJECT: City Manager's Report

I. Annexation – Palmer Oil Co., Inc. EZ Shop #1
Commission Direction Requested.

The City has been contacted by Mary Anne Gonnella, President of Palmer Oil Co., Inc., the owner of a parcel of land containing approximately 1.28 acres located at 2120 South Green Street in the County of Henderson, Kentucky, seeking annexation of the property into the corporate limits of the City. Copies of the letter of request and survey plat are attached.

Your action is necessary to forward this annexation request to the Planning Commission for review and return of a recommendation for zoning classification.

I am requesting authorization from the Board to submit this request to the Planning Commission for the appropriate zoning classification to be assigned for this property.

Palmer Oil Company

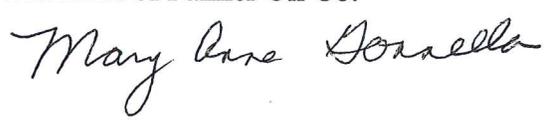
E-Z Shops, EZ Serve Stores, & Palmer's Markets

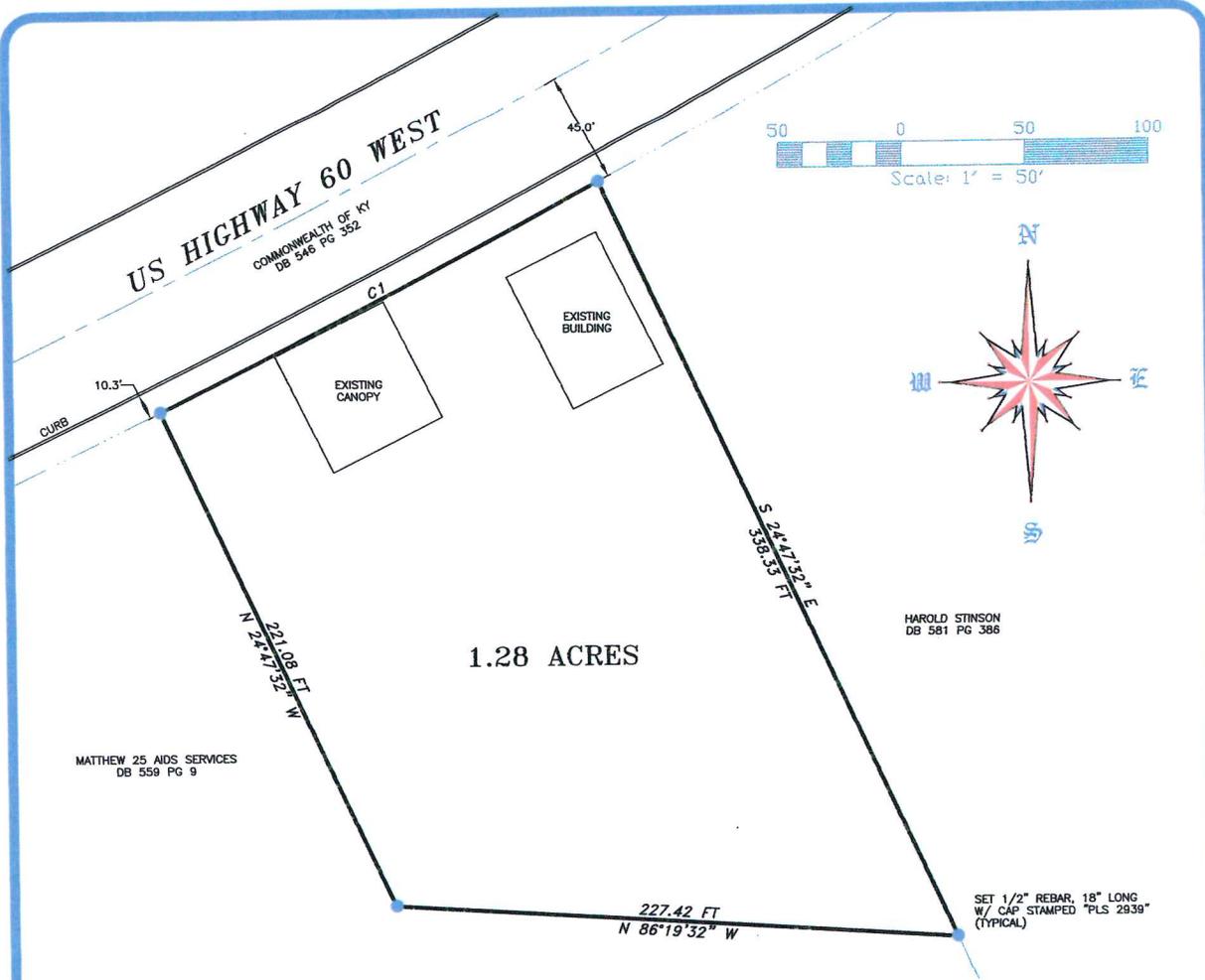
June 13, 2016

To the City of Henderson,

Palmer Oil Co., Inc. requests annexation of EZ Shop #1, 2120 S. Green St., Henderson,
Ky. 42420.

Thank You-
Mary Anne Gonnella
President of Palmer Oil Co.





NUMBER	DEGREE OF CURVE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	01°00'22"	5694.03	200.13	N 62°40'31" E	200.12



SURVEY PLAT
PALMER OIL COMPANY
DEED BOOK 284 PAGE 732
HENDERSON COUNTY, KENTUCKY



SURVEYOR'S CERTIFICATION
I hereby certify that the survey depicted by this plat was prepared under my direct supervision by utilizing a Topcon GRS-1 Dual Frequency, 72 Channel GPS + GLONASS RTK receiver with a PG-A1 external antenna unit having a relative horizontal positional accuracy of ± 1 cm. The bearings and distances shown hereon have not been adjusted for closure and the basis of the bearings shown hereon is the 1983 NAD Kentucky South Zone coordinate system. The geoid model used was the Geoid09. All monuments shown hereon actually exist and the information shown hereon is correct to the best of my knowledge and belief. This survey meets the specifications of an Urban survey and complies with 201 KAR 18:150.

Bruce K. Bailey 9-19-16
Bruce K. Bailey, PLS #2939 Date

OWNERS: PALMER OIL COMPANY 1638 CLAY STREET HENDERSON, KY 42420	CLIENT: PALMER OIL COMPANY 1638 CLAY STREET HENDERSON, KY 42420	
STATE OF KENTUCKY BRUCE K. BAILEY 2939 LICENSED PROFESSIONAL LAND SURVEYOR	SOURCE OF TITLE: DB 284 PG 732 PROPERTY LOCATION: 2120 SOUTH GREEN STREET HENDERSON, KY 42420	
BAILEY SURVEYS		
P.O. BOX 1293 HENDERSON, KY 42419 PHONE: (270) 830-8070 EMAIL: bruce@baileysurveys.com		
FIELD DATE SEPTEMBER 16, 2016	SCALE 1" = 50'	PVA #46-89 DWG NAME - PALMER

UPCOMING
BOARD APPOINTMENTS

<u>BOARD</u>	<u>EXPIRATION DATE</u>	<u>TERM</u>
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BOARD OF APPEALS (Housing & Building)

	<u>Current Term Expires</u>	<u>Term</u>
Gray Hodge	06/22/2016	4-Year