

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Called Work Session Meeting on March 20, 2017

A Called Work Session of the Board of Commissioners of the City of Henderson, Kentucky, was held on Monday, March 20, 2017, at 5:30 p.m. in the third floor Assembly Room, Municipal Center, 222 First Street, Henderson, Kentucky.

There were present the Honorable Steve Austin, Mayor, presiding.

PRESENT:

Commissioner Patti Bugg
 Commissioner Robert N. Pruitt, Sr.
 Commissioner Bradley S. Staton
 Commissioner Austin P. Vowels

CITY STAFF MEMBERS included Russell R. Sights, City Manager; William L. “Buzzy” Newman, Jr., Assistant City Manager; Dawn Kelsey, City Attorney; Lynn Drew, Executive Assistant/Acting City Clerk; Donna Stinnett, Public Information Officer; Connie Galloway, Human Resources Director; Robert Gunter, Finance Director; Penny Hahn, Assistant Finance Director; Owen Reeves, Gas System Director; Trace Stevens, Parks & Recreation Director; Brian Williams, Public Works Director; Greg Nunn, IT Director; Scott Foreman, Fire Chief; Chip Stauffer, Police Chief; Tom Williams, Henderson Water Utility General Manager; and Mike Richardson, Police Reserve Officer.

ALSO PRESENT: Brian Meade, Jason Ramler, and Megan Bennett, AECOM; Lisa O’Nan, First Liberty Financial Mortgage; Mike Vickers, Qk4; Jim Bugg; Abby Dixon, DHP Executive Director; Kay Mulligan, Finance; Stephanie Weiner, Finance; Mary Ann Whitledge, Finance; Sharon Coffman, Finance; Shelly Melloy, Finance; Susan Bryant, Finance; Katherine Conway, Finance; Bill Raleigh, IT; Sam Lingerfelt, Sanitation; Sherry Padilla, Landfill; Allen Nelson, Gas; Alex Dockery, Gas; Michael O’Nan, Gas; Lance RIJ, Gas; Judson Phelps, Gas; Joe Padilla, Gas; Eric Somers, Gas; Joe Villarreal, HPD System Administrator; Wendy Sugg, HPD Administrative Secretary; John Presley; Paul Johnson; Ronny Craddock; Byron Lander, WEHT/WTVW; Adam Pyle, 14 News; and Laura Acchiardo, *The Gleaner*

THE FOLLOWING AGENDA ITEMS WERE DISCUSSED:

1. Master Plan Draft of Borax Site Plan

- WILLIAM L. NEWMAN, JR., Assistant City Manager introduced Brian Meade, Jason Ramler and Megan Bennett of AECOM and gave a brief description of the history of the overall project.
- BRIAN MEADE, Project Manager with AECOM, presented the Henderson Industrial Park Master Plan Executive Summary of the Riverfront Development Phase IV Borax Drive Development Site.

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS. The City Attorney Was Requested to Prepare the Appropriate Documents Approving the Master Plan as Discussed for Consideration at the April 11, 2017 Commission Meeting.

2. Smoking Ordinance

- DAWN KELSEY, City Attorney, presented a draft ordinance amendment, which included the definition of vapor products and retail vapor stores, as well as other related changes.
- Discussion was held on smoking restrictions in playground and water feature areas of city parks; and whether or not to revise the Special Event ordinance to allow the sponsor of the event to determine if, and under what conditions, smoking would be allowed in the Permitted area.

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Called Work Session Meeting on March 20, 2017

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS. The City Attorney Was Requested to Prepare the Appropriate Documents Approving the Smoking Ordinance Amendment and the Special Event Ordinance Amendment as Discussed for Consideration at the April 11, 2017 Commission Meeting.

3. Pay Plan for Non-Hazardous Employees

- RUSSELL R. SIGHTS, City Manager, explained the process and how different pay plan scenarios were requested and submitted to the elected officials.
- CONNIE GALLOWAY, Human Resources Director, presented a summary of non-hazardous positions average midpoint comparison for review and discussion.
- COMMISSIONER STATON presented a pay plan option of each non-hazardous employee receiving an adjustment of between 1 and 4%, stating that this would allow the City to remain budget-conscious and multi-year sustainable with no plan to adjust other benefits to offset the financial impact of pay plan adjustments made by the elected officials.
- Discussion and comments from the elected officials was held with several other options discussed including to adjust all non-hazardous employees with the same dollar amount; and to adjust all non-hazardous employees in the same classification with the same percentage and/or the same dollar amount. Also it was concluded that the pay plan would be reviewed next year and every four years thereafter; and that COLA and merit increases would be unaffected and continue to include the 6-month 2.5% increase.

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS.

4. Comprehensive Tax Plan

- COMMISSIONER BUGG presented a comprehensive tax plan for review and discussion.
- Discussion was held on how to drastically cut the property tax rate and increase the occupational payroll tax to achieve the same revenue dollars.
- ROBERT GUNTER stated that reducing the property tax revenues is a red flag for the bond ratings process and should be taken into consideration.

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS.

5. Information Technology and Engineering Relocation Report

- RUSSELL R. SIGHTS, City Manager, discussed the relocation of the Information Technology Department from the Municipal Center basement to the second floor once the Gas Department moves to the Municipal Service Center. This move would provide more space for equipment and work areas. The employees would be in cubicles in an open area. No major renovation expense would be entailed; approximately \$9,100 for desks and cubicles for four people. This would reserve future growth in the building and will take place after July 1, 2017.
- WILLIAM L. NEWMAN, JR., Assistant City Manager discussed the relocation of the Engineering Department to the Public Service Building (formerly the Peabody Building) thereby providing ‘one-stop shopping’ to developers in Henderson. One wall and one doorway would need to be constructed with an estimated in-house cost of approximately \$2,000.

NO FORMAL ACTION WAS TAKEN BY THE BOARD OF COMMISSIONERS.

CITY OF HENDERSON – RECORD BOOK

Record of Minutes of A Called Work Session *Meeting on* March 20, 2017

MEETING ADJOURN:

MOTION by Commissioner Bugg, seconded by Commissioner Pruitt to adjourn.

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

- Commissioner Staton ----- Aye:
- Commissioner Pruitt ----- Aye:
- Commissioner Bugg ----- Aye:
- Commissioner Vowels --- Aye:
- Mayor Austin ----- Aye:

WHEREUPON Mayor Austin declared the work session adjourned at approximately 7:45 p.m.

ATTEST:

Steve Austin, Mayor
April 11, 2017

Maree Collins, City Clerk