**BEREA CITY COUNCIL \_\_\_ SPECIAL CALLED MEETING \_\_ \_\_\_ OCTOBER 6, 2020**

The Berea City Council met in a special called meeting via videoconference, Tuesday, October 6, 2020.

Mayor Bruce Fraley presiding.

A quorum being present, the meeting was called to order at 6:30 p.m.

**COUNCIL PRESENT:** Jim Davis, David Rowlette, John Payne, Emily LaDouceur, Jerry Little,

Steve Caudill, Cora Wilson, Ronnie Terrill

**OFFICIALS PRESENT:** Jerry Gilbert, David Gregory, Robin Adams, Daniel Brindley,

Shawn Sandlin, Kevin Howard

**VISITORS PRESENT:** Jennifer Lainhart, Executive Director, Hopes Wings; Phil Schilffarth, Civic Architect, Brandstetter Carroll, Inc.; Lisa Scheuster, Brandstetter Carroll, Inc.; George Wyatt, Chairperson, Madison County Airport Board

**INVOCATION:** David Rowlette

**PLEDGE OF ALLEGIANCE:** David Rowlette

**APPROVAL OF AGENDA:**

Davis motioned; Caudill seconded motion to approve agenda.

Roll Call Vote: All ayes.

**APPROVAL OF MINUTES: September 15, 2020**

Rowlette motioned; Caudill seconded motion to approve minutes as presented.

Roll Call Vote: All ayes

**PUBLIC COMMENTS -** D. Gregory

None

**PROCLAMATION – DOMESTIC VIOLENCE AWARENESS MONTH**

Mayor Fraley read the Domestic Violence Awareness Proclamation in its entirety recognizing the month of October as Domestic Violence Awareness Month in Berea, Richmond, and Madison County, urging all citizens to reach out to victims and help end domestic violence.

Jennifer Lainhart, Executive Director, Hopes Wings, stated Hopes Wings is a Madison County program assisting domestic violence victims throughout the entire county. Domestic violence was a terrible epidemic and a third of our nation’s children live in homes where domestic violence occurs. Currently for 2020, there were 48 deaths in Kentucky due to domestic violence, which included men, women, and children.

Lainhart stated Hopes Wings provided emergency shelters and other services. They had great partnerships with the Police Departments and appreciated all partnerships with individuals and local agencies as it takes a whole community of people to fight crime. Approximately 20,000 domestic violence calls were received per day across the state of Kentucky alone. Domestic violence was very much a crime.

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**PROCLAMATION – FIRE PREVENTION WEEK**

Mayor Fraley read the Fire Prevention Week Proclamation in its entirety recognizing the week of October 4, 2020 through October 10, 2020 as Fire Prevention Week in Berea, urging all citizens to support the many public safety activities and efforts of the Berea Fire Department.

Mayor Fraley also recognized the week of September 28, 2020 through October 2, 2020 as Fallen Firefighters Week recognizing firefighters who have died in the line of duty.

Shawn Sandlin, Berea Fire Chief, commented that Fire Prevention was important. The Berea Fire Department had been fortunate as to not have experienced the loss of any firefighters in the line of duty and wanted to honor those who had lost loved ones in the line of duty.

Sandlin stated going into Fire Prevention Week they continually engage in the community throughout the year. Thanked the community partnerships and schools for their participation and his staff for engaging the citizens and community.

**TIME EXTENSION CHANGE ORDER – WALNUT MEADOW SEWER PROJECT -** K. Howard

Kevin Howard, General Manager, Berea Municipal Utilities, stated substantial progress had been made on the Walnut Meadow Sewer Project. The contractor was finishing the last few hundred feet of pipe installation and the pump station work was scheduled to begin the week of October 12, 2020.

The original contract time was 180 calendar days to Substantial Completion and 210 calendar days to Final Completion. A Notice to Proceed was issued on March 16, 2020; however, due to COVID-19 safety concerns, it was agreed with the contractor to delay construction until May 18, 2020. In addition to the 63-day COVID delay, the contractor had requested an additional 15 days related to weather conditions. Berea Municipal Utilities (BMU) had agreed to the additional days pending approval by City Council. The revised timeline for completion, with approval of the additional 78 days, would push Substantial Completion to November 29, 2020 and Final Completion to December 29, 2020. Currently, the project was under budget with no adjustments in contract costs anticipated.

Terrill motioned; LaDouceur seconded motion to grant a change order for time extension of 78 days for Substantial Completion date of November 29, 2020 and Final Completion date of December 29, 2020.

Roll Call Vote: All ayes.

**HALLOWEEN – TRICK OR TREAT -** D. Gregory

Gregory recommended, with guidance from the Kentucky Public Health Department and the Madison County Director of Public Health, the City Council to set a trick-or-treat date for Saturday, October 31st, from 6:00 p.m. – 8:00 p.m.

Residents wanting to participate in trick-or-treat should turn on their porch light(s), door to door trick- or-treating was discouraged, place individually wrapped candy outside for easy access, avoid large groups, and follow state guidelines for social distancing, face masks, hand washing, and sanitizing.

Specific guidance was available at <https://www.madisoncountyhealthdept.org>.

The Berea Chamber of Commerce and Berea Parks & Recreation Department were planning a “Drive Thru Balloon Glow” and “Drive Thru Halloween in the Park” as an alternative Halloween event beginning at 7:00 PM on October 31, 2020.

Payne motioned; Wilson seconded motion to approve the time set of 6:00 p.m. to 8:00 p.m. for Trick- or-Treat in Berea on Saturday, October 31, 2020, with the suggested guidance.

Roll Call Vote: All ayes

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**BID OPENING – MULTI USE PAVILION –** Mayor Fraley

Mayor Fraley opened bids. Three bids received.

* The Walker Company Mt. Sterling, KY Received 10/6/20

Base Bid $598,000

Alt. Bid 1 - Lockable Swing Gate $ 4,000

Alt. Bid 2 - Stone Bases at Shelter Columns $ 16,000

Alt. Bid 3 - Cupola on Shelter $ 22,000

Alt. Bid 4 - Four Plank Fencing $ 14,500

Alt. Bid 5 - Landscaping $ 29,000

* Devere Construction, Inc. Berea, KY Received 10/6/20

Base Bid $643,000

Alt. Bid 1 - Lockable Swing Gate $ 1,050

Alt. Bid 2 - Stone Bases at Shelter Columns $ 16,500

Alt. Bid 3 - Cupola on Shelter $ 1,510

Alt. Bid 4 - Four Plank Fencing $ 10,800

Alt. Bid 5 - Landscaping $ 8,900

* OMNI Commercial, LLC Lexington, KY Received 10/6/20

Base Bid $538,000

Alt. Bid 1 - Lockable Swing Gate $ 1,200

Alt. Bid 2 - Stone Bases at Shelter Columns $ 11,000

Alt. Bid 3 - Cupola on Shelter $ 1,700

Alt. Bid 4 - Four Plank Fencing $ 7,300

Alt. Bid 5 - Landscaping $ 6,200

Bids were referred to City Administrator, Gregory, for review with the City’s architect(s), and recommendation.

**ORDINANCE #17-20 AIRPORT BOARD - WATER & SEWER LINE EXTENSION - 2nd READING**

Corporate Counsel, Gilbert, read Ordinance #17-20 in its entirety.

Rowlette motioned; Davis seconded motion to approve and adopt Ordinance #17-20.

Roll Call Vote: All ayes

**CITY ADMINISTRATOR’S REPORT -** D. Gregory

* An RFP for an electrical and plumbing contractor was sent out this week and would be opened at the next City Council Meeting. The last RFP for professional services was sent out in 2017. Plans were to send out every three years to be consistent and to have competitive bids.
* The Allen Company would be returning on Monday to mill Christmas Ridge and pave on Tuesday. Thanked the Utilities and Public Works departments for working together on getting water lines repaired and the streets ready for paving.
* There were some milling issues on Woodford Avenue and Ellipse Street. Each street would be evaluated individually to determine if a possible change order would be necessary.
* A culvert had been replaced on Shortline Pike this week due to maintenance issues.

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* The deadline for the application process for certified police officers would end on October 7th. The City of Berea received a COPS grant for two police officer positions for up to $250,000 for the next three years.
* Two officers began the Police Academy on September 28th and scheduled to graduate the first week of March 2021. They have passed their entry physical fitness testing, should be out of field training in May of 2021, and getting them on the road would be a big help to the Police Department.
* The Police body cameras were out of date and not updated this last year due to spending cuts. Administration felt body cameras were an essential piece of equipment. The Police Department were reviewing and evaluating different systems. Replacement for all cameras would be approximately 65K+. Vehicles were also a consideration as none were added to this year’s budget.
* Fall Clean-Up was scheduled for the week of October 19th – 23rd, would be advertised, and coincides with brush pick up week.
* The 2020 property tax cards were mailed on October 1st with the established rate at 10.4 cents per $100 of assessed value. Payments could be made via online, mail, drop box, drive-thru, or at the window inside the back door of City Hall. Thanked the Police and Finance Departments for working together on being able to accept property tax payments in-person.
* City Hall would be closed on the following dates:

November 11

November 26 & 27

December 24 & 25

December 31

January 1, 2021

* Walk up flu vaccinations would be provided to employees and their families on Wednesday, October 7 from 7:30 a.m. until 12:00 p.m. The medical staff would be located in the parking lot of City Hall, near the gazebo. All CDC guidelines would be followed.
* The first budget amendment would be in November. A work session would be scheduled after the October 20th City Council Meeting.

**MAYOR’S REPORT / COMMENTS**

* Donna Angel, Director of Business & Tourism Development, continued to be busy with several new businesses opening in Berea.
* Reminded everyone of their voting options, i.e. absentee ballot by mail in or drop boxes, in person beginning October 13th thru November 2nd at the County Clerk’s Office, and in person on Election Day, November 3rd. Only two polling locations would be available for Berea on Election Day with those being the Russel Acton Folk Center, 212 Jefferson Street, and the Berea Church of God, 189 Rash Road, from 6:00 a.m. – 6:00 p.m.
* Due to confusion of the recent closing of the Circuit Court Clerk’s office in Berea, he clarified that the Circuit Court Clerk’s Office was separate from the County Clerk’s Office. There would no longer be court or driver’s licenses issued at the City Hall Annex. The County Clerk’s Office, inside of the back entrance of the City Hall Annex, would be operating as usual with vehicle registration, voting issues, etc.
* Was sad to report the loss of Donna Reed, the mother of Keith Taylor, Berea Citizen publisher. Mrs. Reed passed away on October 5th due to COVID-19 complications. Sincere condolences and please keep Keith and his family in your thoughts and prayers.

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* With over 1,200 COVID-19 related deaths in Kentucky, he reminded everyone although we were worn out and fatigued with COVID-19, this did not mean we could stop. We needed to continue protecting ourselves, families, friends, and co-workers. Asked everyone to maintain six feet social distancing, wear face coverings, practice hand washing and sanitization, and avoid large groups. We should not let our guard down.

**COUNCIL COMMENTS**

**Davis** reminded everyone to protect themselves and follow CDC guidelines for COVID-19. Thanked Jennifer Lainhart with Hopes Wings for being with them this evening. Gave a shout out to Wildflowers Boutique and other new businesses opening in Berea. Credited Donna Angel, Director of Business & Tourism Development for the work she had been doing with businesses and properties in Berea.

**Rowlette** encouraged everyone to continue to protect themselves and family by following CDC guidelines for COVID-19 as it is becoming much closer to home. Encouraged everyone to exercise their right to vote. Thanked and appreciated the Fire Department for their work and dedication. Acknowledged and appreciated the new businesses opening in Berea.

**Payne** encouraged everyone who is voting early to do so as soon as possible for certification. Hope everyone got the chance to vote this year as it was an important election. Encouraged everyone to support local businesses, social distance, and wear your masks. Support your local Fire Department and reminded everyone of the Fire Department’s t-shirt fundraiser for breast cancer awareness month. Heart went out to Keith Taylor, publisher, Berea Citizen, for the loss of his mother, and other families who had COVID-19 losses. We will all get through this pandemic, but weare all going to have to work together.

**LaDouceur** congratulated Wildflowers Boutique. Although some of the new businesses had received assistance to open during the pandemic, it was important to continue support them as the assistance would eventually run out. Remember those who had lost family members to COVID-19.

As the winter months approached, adding more isolation could wear on your mental health, be sure to get help if needed.

**Little** No comment.

**Caudill** stated a finance / audit committee meeting would be coming up to look at the first quarter returns to get an idea of revenue at the beginning of the year. Begin thinking about priorities as we move forward. Seems as if revenue was going to be better than projected. Where do we want to be?

Where do we want to go?

**Wilson** expressed prayers for Keith Taylor and family. Thanked Jennifer Lainhart with Hopes Wings. Thanked and appreciated the Fire and Police Departments for doing a great job, their dedication, and what they do for the community. Wear your masks, stay safe.

**Terrill** No comment.

**ADJOURNMENT**

Payne motioned; Caudill seconded motion to adjourn at 7:42 p.m.

All ayes.

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Mayor Bruce Fraley

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City Clerk