**BEREA CITY COUNCIL \_\_\_\_\_\_\_ \_ REGULAR MEETING \_\_\_\_ \_\_\_\_\_\_ \_DECEMBER 5, 2023**

The Berea City Council met in regular session, Tuesday, December 5, 2023.

Mayor Bruce Fraley presiding.

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

WORK SESSION

5:45 PM – 6:25 PM

ORDINANCE #11-2023

PURCHASING POLICY REVISIONS

**COUNCIL PRESENT:** Jim Davis, Teresa Scenters, Jerry Little, Steve Caudill, Ronnie Terrill

**COUNCIL ABSENT:** Katie Startzman, David Rowlette, Cora Jane Wilson

**OFFICIALS PRESENT:** Rose Beverly, Robin Adams, Daniel Brindley, Priscilla Bloom, Shawn Sandlin,

Jason Hays

**INVOCATION:** Teresa Scenters

**PLEDGE OF ALLEGIANCE:** Teresa Scenters

**APPROVAL OF AGENDA**

Caudill motioned; Davis seconded motion to approve agenda as presented.

Voice Vote: All ayes

**APPROVAL OF MINUTES - NOVEMBER 21, 2023**

Little motioned; Scenters seconded motion to approve minutes as presented.

Voice Vote: All ayes

**ORDINANCE #11-2023 AN ORDINANCE OF THE CITY OF BEREA, KENTUCKY, ADOPTING A REVISED PURCHASING POLICY MANUAL, AND AMENDING THE CODE OF ORDINANCES OF THE CITY OF BEREA, KENTUCKY, BY REVISING SECTION 24.309 OF THE CODE OF ORDINANCES TO REMAIN CONSISTENT WITH THE REVISED PURCHASING POLICY MANUAL. - 1ST READING**

Mayor Fraley read the Ordinance #11-2023 in entirety.

**DEPARTMENT HEAD REPORTS**

**Shawn Sandlin, Chief, Berea Fire Department**

Year-End Review

* Currently at 958 Calls for Service (CS), expecting to finish 2023 with over 1,030 calls.
* As of December 1st, the Department had 4,871 hours of training, an average of 203 hours per person. State Fire Commission mandates 100 hours/person of continuing education. Several Fire Department members go above and beyond to train and be proficient in their craft.
* Along with Fire Department training, they also certified the Police Department in First Aid and CPR. In 2024 city employees would be recertified in First Aid and CPR, along with adding fire extinguisher training.
* Completed 815 inspections/preplans for business, commercial, and educational buildings which involved looking for Life Safety Code Violations.
* Annual maintenance on their apparatus was generally performed in-house, i.e., oil changes, hydraulics, and fire pump related issues with assistance from the City Garage on major issues.

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* Completed 18,000 feet (360 pieces) of fire hose testing, cleaning, and reloaded back on the apparatus.
* Completed ladder testing last week. Everything passed. With some hydraulic leaks on Tower 1 Truck, approximately 22 years old, and the National Fire Protection Association (NFPA) replacement requirement of 25 years, it would be the next truck to be replaced. In deciding what was best for Berea and the citizens, they were beginning a cost analysis review for purchasing a new truck. The current cost for a new truck was approximately $1.5 million with a 3-year lead time.
* Completed annual air pack testing inclusive of 53 air packs, 2 Rapid Intervention Team Bags (RIT) and 156 air cylinders requiring hydrostatic tested every five years which are divided up annually to replace them at the end of their life with minimum strain on the budget.
* Equipment purchased in 2023 included a 2023 Tahoe, 5-gas monitor (paid by grant), trench rescue equipment (paid by grant), air cart for rescue jacks (paid by grant), Thermal Imaging Drone, new vehicle extrication equipment (on order), CSEPP (Chemical Stockpile Emergency Preparedness Program) purchased a 4-gas monitor and a new dump tank, fabricated a new 16-ft. enclosed trailer for trench equipment, installed & fabricated two additional Conex boxes to their existing burn victim search and rescue building, and poured a 35’ x 60’ concrete pad to hold a vehicle fire prop, propane cylinder fire prop, and a dumpster fire prop, with plans to have the props fabricated by the end of this fiscal year.

2024

* CSEPP funding would be ending in early 2024 bringing hard decisions for the year. The City of Berea, City of Richmond, and Madison County had agreed to formulate a post CSEPP transition task force committee, chartered to facilitate a seamless transition from a county with CSEPP funding and the emergency preparedness efforts to a community without federal funding. Detailed information would be shared in early 2024.
* 2024 would also bring tough decisions within the department as they were due for an Insurance Service Office (ISO) Audit. ISO Audits set the ISO ratings for the next five years. His goal is to keep the current rating at 2. He would be working with City Administrator, Beverly, and Mayor Fraley to find a solution to the coming issues.

Thanked everyone for their support throughout this past year, trusting him to watch over the Fire Department and the budget he had been given. Thanked his staff for having a heart to serve and to overcome any issue they faced in their daily work/performance.

**PUBLIC COMMENTS**

None

**CITY ADMINISTRATOR’S REPORT -** Rose Beverly

* All Departments were busy during the holiday season. Although there were a lot of active projects, there were no updates.
* Thanked Sandlin and the Fire Department as they were thorough and did a great job.
* Terrill commented on the new Christmas tree on the front lawn, it was the prettiest he had seen around town. Beverly stated Donna Angel had seen one and shared the idea with Curtis and his team. The Public Works team fabricated the idea creating a beautiful tree. Great job!

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**MAYOR’S REPORT / COMMENTS**

* Complimented Berea Chamber of Commerce and everyone involved with the Christmas parade. The parade was well attended and well done.
* The Mayor’s Merry Mingling event in Old Town was very successful this year. The event included tree lighting and Shop Small Business Saturday.
* Encouraged everyone to shop local and support Berea businesses during their holiday shopping.

**COUNCIL COMMENTS**

**Terrill** No comment.

**Caudill** As everyone’s favorite hobby for the past eighteen months was to complain about the bypass, it’s open and they did an exceptional job. It was a project which took a very long time, taking everyone in the City to do what they could to get it done. Thanked his fellow elected officials in getting it accomplished. Good work to all involved.

**Little** No comment.

**Scenters** Echoed Caudill’s comments. Wished Councilman Rowlette well as he recovered.

**Davis** Thanked Sandlin for his report. Appreciated Sandlin’s budget always being precise and to the point.

**ADJOURNMENT**

Caudill motioned; Scenters seconded motion to adjourn at 6:58 p.m.

Voice Vote: All ayes

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Mayor Bruce Fraley \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City Clerk