

**AGENDA
BEREA CITY COUNCIL
TUESDAY, NOVEMBER 15, 2022
COUNCIL CHAMBERS
304 CHESTNUT STREET
6:30 PM**

**WORK SESSION
COUNCIL CHAMBERS
6:00 PM - 6:30 PM**

MUNICIPAL ORDER #07-2022 PERSONNEL POLICY REVISIONS - Rose Beverly

The public is given an opportunity to speak to the City Council during public comment portion of the meeting. Any public comments exceeding three-minutes should be scheduled as a presentation through the Mayor's office and will be placed on the agenda. When recognized by the mayor, please go to the podium, state your name for the record. Comments should be business oriented and we ask for no inappropriate language or naming any person individually during your comments.

1. CALL TO ORDER
2. INVOCATION - Teresa Scenters
3. PLEDGE OF ALLEGIANCE - Teresa Scenters
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES - November 1, 2022
6. PUBLIC COMMENTS
7. PROCLAMATION - SMALL BUSINESS SATURDAY - Mayor Fraley
8. **MUNICIPAL ORDER #07-2022** - PERSONNEL POLICY REVISIONS - Jerry Gilbert
9. DEPARTMENT HEAD REPORTS - Kevin Howard, General Manager, Berea Municipal Utilities
10. CITY ADMINISTRATOR'S REPORT - Rose Beverly
11. MAYOR'S COMMENTS
12. COUNCIL COMMENTS
13. ADJOURNMENT

"Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of private citizen. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker."

The Berea City Council met in regular session, Tuesday, November 1, 2022.

Mayor Bruce Fraley presiding.

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

COUNCIL PRESENT: Teresa Scenters, Katie Startzman, John Payne, Jerry Little, Steve Caudill, Cora Wilson, Ronnie Terrill

COUNCIL ABSENT: Jim Davis

OFFICIALS PRESENT: Jerry Gilbert, Rose Beverly, Robin Adams, Tommy Horn, Donna Angel, Jason Hays, Susan Meeks, Amanda Haney, Josh Gabbard

INVOCATION: John Payne

PLEDGE OF ALLEGIANCE: John Payne

APPROVAL OF AGENDA

Caudill motioned, Wilson seconded motion to approve agenda as presented.

Voice Vote: All ayes

APPROVAL OF MINUTES - October 18, 2022

Startzman motioned; Payne seconded motion to approve minutes as presented.

Voice Vote: All ayes

PUBLIC COMMENTS

None

KENTUCKY LEAGUE OF CITIES TRAINING AWARDS - Terri Johnson

Terri Johnson, Member Relations Manager, Kentucky League of Cities (KLC), awarded Training Certificates to the following City of Berea Staff and/or Board Members:

- Amanda Haney, Level III, Master of City Governance
- Donna Angel, Level I, Achievement in City Government
- Susan Meeks, Level I, Achievement in City Government
- Jeff Reed, Planning & Zoning Commission, Level I, Achievement in City Government
- Chester Powell, Planning & Zoning Commission, Level I, Achievement in City Government
- Martin Richards, Planning & Zoning Commission, Level I, Achievement in City Government

STEPHENSON TRAIL - Dr. Louisa Summers, Professor, Berea College

Summers presented a slide presentation and discussed the Health Impact of the Stephenson Trail during the summer of 2022. The multi-use path, Indian Fort Mountain Trail, included Stephenson Trail, Shortline Pike Trail, and the West Pinnacle. Through a survey / QR code method, results showed that although temperatures have increased over the past few summers, the increased heat did not impact the number of trail users over the age of 25. Per counter results, the estimated annual usage had decreased slightly during the peak of COVID in 2020 but was still above average use in 2019. The percentage of walkers, runners, and bikers remained similar to 2021. The largest percentage of users were from Berea at 67%. The most liked traits of the trail were the beautiful nature trail / environment, access to parking lot and the city, and access to the Pinnacles. Opportunities for improvement included painting green gates yellow, provide restrooms at Berea Municipal Utilities (BMU), clear trail of gravel,

and extend trail from Shortline Pike to Highway 1016. Takeaways included hotter/warmer weather did not restrict the older adults, COVID spiked annual trail usage which is being sustained, and COVID increased cycling and running which continued to maintain numbers.

DEPARTMENT HEAD REPORTS**Susan Meeks, Finance Director**

The 2022 Audit had been completed. Meeks extended an invitation, to meet with her, to any Council Member who would like to discuss the end results of the audit in more detail. Once the financial statements were audited, they were distributed to approximately twenty government agencies, submitted to the Municipal Securities Rule Making Board, and a Uniform Information Report was sent to the Kentucky Department of Local Government (DLG).

The first quarter of the new budget year, 2023, was completed in September. Compared to last year, General Fund Revenue had increased and Net Profits Revenue had decreased. Property tax cards went out in late September with approximately 44% collected to date. Compared to last year, Berea Municipal Utilities (BMU) Revenue had increased.

Due to Council amending the Investment Policy approximately one year ago, the Department was working on re-evaluating the City's investments, investing for longer periods of time in different securities. In September, the City invested \$6M of General Fund Reserves and \$6M of Utility Reserves into US Treasury Bonds, over a 12-month period, with maturity of investments being staggered for liquidity purposes creating a steady flow of incoming cash and increasing investment revenue. The City also had money invested in Certificates of Deposit (CDs) with local banks. They were re-evaluating and/or taking into consideration of cashing in CDs early, taking advantage of higher rate CDs.

The Department had been working on staff development, i.e., customer service training, leadership training, and continuing professional education, helping to ensure a qualified workforce, keeping employees engaged and motivated in their jobs.

Currently in the process of redesigning the BMU website with plans to have it up by year end. They were also continuing to accept applications for sign-ups from BMU customers for the roll-out of the new alert system.

Amended Budget time was approaching. They were looking into processes to more accurately budget Building & Grounds Repairs & Maintenance.

CITY ADMINISTRATOR'S REPORT - Rose Beverly

- Requested approval of the following purchases over the \$20,000 threshold:

❖ Berea Municipal Utilities

Four screw pump lower-bearing assemblies from Lakeside Equipment in the amount of \$48,532.

Little motioned; Wilson seconded motion to approve purchase of four screw pump lower-bearing assemblies in the amount of \$48,532.

Voice Vote: All ayes

❖ Police Department

Two 2022 Dodge Durangos, each fully equipped with graphics, in the total amount of \$51,736.95 each.

Scenters motioned; Payne seconded motion to purchase two 2022 Dodge Durangos, fully equipped with graphics, in the total amount of \$103,473.90.

Voice Vote: All ayes

❖ City Street Striping

A bid was received from Central Seal, Danville, KY for city street striping in the amount of \$21,188. The bid included striping for Shortline Pike, North Dogwood Drive, South Dogwood Drive, Ellipse Street, and Prince Royal Drive. The contractor planned to have striping completed by next week.

Little motioned; Caudill seconded motion to approve bid for City Street Striping in the amount of \$21,188.

Voice Vote: All ayes

- The Public Works Department was in the process of painting parking spaces throughout the City and would continue until completed.

MAYOR'S REPORT / COMMENTS

Mayor Fraley shared information and/or comments regarding a trip to the First Baptist Church, Hindman, Kentucky, in which he and fireman, Brent Billings, delivered a box trailer load of winter clothing and other miscellaneous items purchased by Church on the Rock, along with donations received by the City of Berea Fire & Police Departments for recent flood victims in southeastern Kentucky. They were met by Brother Mike Caudill and several church members, to receive the donations, who were thrilled and overwhelmed with the generosity, compassion, and care shown by the City of Berea, as many had lost everything.

The City of Hindman had displaced citizens still unable to return home and living in Federal Emergency Management Agency (FEMA) Trailers, with family members, and some in tents. The collective donations would be put to good use, were desperately needed, and confident the First Baptist Church congregation would get them to those who needed help the most.

The need in Hindman was still great and the donations would have a substantial, positive impact on the men, women, and children who desperately needed help. The people of Hindman relayed to all who donated how much their generosity was appreciated and needed. Mayor Fraley also thanked all involved in the drive.

COUNCIL COMMENTS

Scenters Thanked everyone for participating for the coat drive for Hindman, Kentucky. Congratulated Haney, Angel, Meeks, Powell, Reed, and Richards on their KLC Training Awards. Good job.

Startzman Made an appeal to fellow Council Members to disassociate themselves from a campaign to elect a conservative slate of candidates to the Council. Felt the tenor of the campaign was toxic and affected other incumbents, other candidates for office, as well as family members of public officials. Wanted all to be able to agree they were a community that valued collaboration and worked together. She was proud of her work with the other Council Members, regardless of their politics, valued the role of all on Council, and felt the need to respect each other as colleagues and professionals.

Payne Congratulated those who went through training with KLC. Job performance training helped in becoming accountable, better public servants, and he found great value in the training.

Terrill Expressed his disappointment in a fellow Council Member of not supporting the Pledge of Allegiance to the American flag and remembering those who had been in combat. Encouraged everyone to vote in next Tuesday's election.

Wilson Congratulated to all on their KLC training. Thanked Dr. Summers for sharing information on the shared use paths and it was good to know that older adults could take the heat. Thanked everyone for coming tonight. Reminded everyone to vote.

Caudill Thanked city staff for the work they do and continue to do. Appreciated all we have in our city because of our amazing employees. The rewards received tonight were a testament to continued excellence and the work that keeps the city moving forward. Encouraged everyone to vote.

Little Thanked city employees for the good job they do. Without them, our city would not be near as good of a place that it is.

ADJOURNMENT

Wilson motioned; Little seconded motion to adjourn at 7:27 p.m.

Voice Vote: All ayes

Mayor Bruce Fraley

City Clerk

OFFICE OF THE MAYOR

BEREA, KENTUCKY

PROCLAMATION

2022 SMALL BUSINESS SATURDAY

Whereas, the government of Berea, Kentucky, celebrates our local small businesses and the contributions they make to our local economy and community; and

Whereas, according to the United States Small Business Administration, there are 32.5 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62% of net new jobs created since 1995, and small businesses employ 46.8% of the employees in the private sector in the United States; and

Whereas, 79% of consumers understand the importance of supporting the small businesses in their community on Small Business Saturday®, 70% report the day makes them want to encourage others to Shop Small®, independently-owned retailers, and 66% report that the day makes them want to Shop Small all year long; and

Whereas, 58% of shoppers reported they shopped online with a small business and 54% reported they dined or ordered takeout from a small restaurant, bar, or café on Small Business Saturday in 2021; and

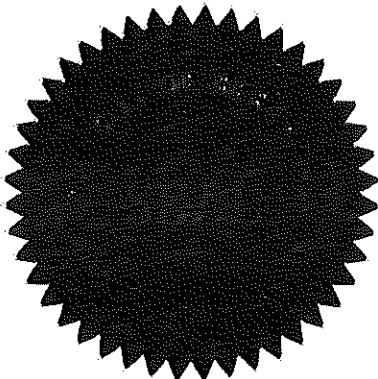
Whereas, Berea, Kentucky supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now, Therefore, I, Bruce Fraley, Mayor of Berea, Kentucky do hereby proclaim, November 26, 2022, as

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.



In witness whereof I have hereunto set my hand
and caused the seal of this city of be affixed.

Mayor _____

Date _____

MUNICIPAL ORDER NO. 07-2022

A MUNICIPAL ORDER OF THE CITY OF BERE A, KENTUCKY, ADOPTING REVISED PERSONNEL POLICIES AND PROCEDURES, BY REVISING DISCIPLINARY PRACTICES, DELETING PRE-TERMINATION HEARINGS, AND REVISING OPTIONAL EMPLOYEE BENEFITS.

WHEREAS, in Ordinance No. 7-89, the City of Berea adopted comprehensive Personnel Policies and Procedures; and

WHEREAS, § 23.003 of the Berea City Code provides that such Personnel Policies may be amended from time to time; and

WHEREAS, the City Council has previously amended the Personnel Policies from time to time by Municipal Order; and

WHEREAS, the City Council desires to revise the Personnel policies by revising specified disciplinary procedures, deleting pre-termination hearings, and revising available optional employee benefits;

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BERE A, KENTUCKY, AS FOLLOWS:

That the attached revised Personnel Policies of the City of Berea are approved and adopted by the City Council, and the previous Personnel Policies are repealed as superseded. The Personnel Policies shall be effective as of the date hereof, and shall supersede and replace any prior Municipal Orders or Ordinances inconsistent with the attached Personnel Policies.

Adopted by the Berea City Council this 15th day of November, 2022.

CITY OF BERE A, KENTUCKY

Bruce Fraley, Mayor

ATTEST: _____
City Clerk

Prepared by:

Corporation Counsel