



**SPECIAL CALLED MEETING OF THE MADISONVILLE, KENTUCKY CITY COUNCIL
CITY COUNCIL CHAMBERS, 77 NORTH MAIN ST, MADISONVILLE, KY 42431**

January 2, 2019 at 10:00 AM

AGENDA

- I. CALL TO ORDER BY MAYOR KEVIN COTTON**
- II. PLEDGE**
- III. INVOCATION BY DR. MICHAEL KNIGHT**
- IV. ROLL CALL**
- V. EXECUTIVE ORDER**
 1. Executive Order Appointing Executive Assistant to the Mayor
 2. Reappointment of City Attorney
 3. Reappointment of Finance Director
 4. Reappointment of City Alcohol Beverage Control Administrator
 5. EXECUTIVE ORDER RELATING TO THE APPOINTMENT OF CITY COUNCIL COMMITTEE ASSIGNMENTS
- VI. MUNICIPAL ORDERS**
 1. Reappointment of City Clerk
 2. Reappointment of Police Chief
 3. Appointment of City Administrative Officer
 4. Appointment of Interim Fire Chief
- VII. ORDINANCES: 1ST READING**
 1. AN ORDINANCE AMENDING CHAPTER 30 OF THE CITY OF MADISONVILLE CODE OF ORDINANCES ESTABLISHING THE POSITION OF DEPUTY CITY ADMINISTRATOR
- VIII. ITEMS FOR DISCUSSION**
 1. Permission to advertise for bid Bar Screens for Wastewater Treatment
- IX. SWEARING IN OF INTERIM FIRE CHIEF & CITY ADMINISTRATIVE OFFICER**
- X. ADJOURNMENT**

Our Mission: To deliver the necessary government services to the citizens of Madisonville in the most effective and cost-efficient manner possible.

Our Core Values: Integrity, Professionalism, Excellence, Service, Commitment, and People

CITY OF MADISONVILLE
OFFICE OF THE MAYOR
EXECUTIVE ORDER

EXECUTIVE ORDER APPOINTING EXECUTIVE ASSISTANT TO THE MAYOR

KNOW ALL MEN BY THESE PRESENTS:

That I, Kevin Cotton, Mayor of the City of Madisonville, Kentucky, pursuant to the authority vested in me by applicable law, **DO HEREBY ORDER** as follows:

- 1) That Debby Myers shall be, and hereby is, appointed as Executive Assistant to Mayor Kevin Cotton.
- 2) That Debby Myers shall serve in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville.

On this 2nd day of January, 2019

ATTEST:

CITY OF MADISONVILLE
OFFICE OF THE MAYOR
EXECUTIVE ORDER

REAPPOINTMENT OF CITY ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That I, Kevin Cotton, Mayor of the City of Madisonville, Kentucky, pursuant to the authority vested in me by applicable law, **DO HEREBY ORDER** as follows:

1. That Joe Evans shall be, and hereby is, reappointed City Attorney of the City of Madisonville, Kentucky effective January 1, 2019.
2. That Joe Evans shall serve in such capacity at the pleasure of the undersigned.
3. That his service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.

On this 2nd day of January, 2019

ATTEST:

CITY OF MADISONVILLE
OFFICE OF THE MAYOR
EXECUTIVE ORDER

REAPPOINTMENT OF FINANCE DIRECTOR

KNOW ALL MEN BY THESE PRESENTS:

That I, Kevin Cotton, Mayor of the City of Madisonville, Kentucky, pursuant to the authority vested in me by applicable law, **DO HEREBY ORDER** as follows:

1. That Cory Alexander shall be, and hereby is, reappointed Finance Director of the City of Madisonville, Kentucky effective January 1, 2019.
2. That Cory Alexander shall serve in such capacity at the pleasure of the undersigned.
3. That his service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.

On this 2nd day of January, 2019

ATTEST:

CITY OF MADISONVILLE
OFFICE OF THE MAYOR
EXECUTIVE ORDER

REAPPOINTMENT OF CITY ALCOHOL BEVERAGE CONTROL ADMINISTRATOR

KNOW ALL MEN BY THESE PRESENTS:

That I, Kevin Cotton, Mayor of the City of Madisonville, Kentucky, pursuant to the authority vested in me by applicable law, **DO HEREBY ORDER** as follows:

1. That Ron Hunt shall be, and hereby is, reappointed to the City Alcohol Beverage Control Administrator of the City of Madisonville, Kentucky effective January 1, 2019.
2. That Ron Hunt shall serve in such capacity at the pleasure of the undersigned.
3. That his service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.

On this 2nd day of January, 2019

ATTEST:

CITY OF MADISONVILLE
OFFICE OF THE MAYOR
EXECUTIVE ORDER

EXECUTIVE ORDER RELATING TO THE APPOINTMENT OF CITY COUNCIL
COMMITTEE ASSIGNMENTS

KNOW ALL MEN BY THESE PRESENTS:

That I, Kevin Cotton, Mayor of the City of Madisonville, Kentucky, pursuant to the authority vested in me by applicable law, **DO HEREBY ORDER** as follows:

1) The following City Council Committee assignments are hereby made:

Budget & Finance

Frank Stevenson, Chair
 Tony Space
 Adam Townsend

Public Safety

Bobby Johnson, Chair
 Larry Noffsinger
 Adam Townsend

Annexation & Zoning

Frank Stevenson, Chair
 Misty Cavanaugh
 Bobby Johnson

Parks & Recreation

Tony Space, Chair
 Larry Noffsinger
 Misty Cavanaugh

Economic Development

Frank Stevenson, Chair
 Tony Space
 Adam Townsend

Tourism

Adam Townsend, Chair
 Larry Noffsinger
 Frank Stevenson

Property & Risk Management

Bobby Johnson, Chair
 Misty Cavanaugh
 Tony Space

Transportation/Sanitation

Adam Townsend, Chair
 Misty Cavanaugh
 Bobby Johnson

Water/Wastewater/Stormwater/Engineering

Adam Townsend, Chair
 Tony Space
 Bobby Johnson

Electric

Tony Space, Chair
 Frank Stevenson
 Larry Noffsinger

Airport

Adam Townsend, Chair
 Larry Noffsinger
 Frank Stevenson

Pension

Tony Space, Chair

2) That the term of each committee member shall be for a period of one (1) year commencing on 2nd day

of January and continuing through December 31st; and

3) That each committee member shall serve in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville.

On this the 2nd day of January, 2019

ATTEST:

**CITY OF MADISONVILLE
MUNICIPAL ORDER NO.**

IN RE: REAPPOINTMENT OF CITY CLERK

IT SHALL BE AND HEREBY IS ORDERED BY THE CITY COUNCIL OF THE CITY OF MADISONVILLE, KENTUCY AS FOLLOWS:

1. That Kim Blue shall be, and hereby is, reappointed City Clerk of the City of Madisonville, Kentucky effective January 1, 2019.
2. That Kim Blue shall serve in such capacity at the pleasure of the undersigned.
3. That her service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.
4. That this order shall become effective upon adoption by City Council.

This the 2nd of January, 2019.

ATTEST:

**CITY OF MADISONVILLE
MUNICIPAL ORDER NO.**

IN RE: REAPPOINTMENT OF POLICE CHIEF

IT SHALL BE AND HEREBY IS ORDERED BY THE CITY COUNCIL OF THE CITY OF MADISONVILLE, KENTUCY AS FOLLOWS:

- . That Chris Taylor shall be, and hereby is, reappointed Police Chief of the City of Madisonville, Kentucky effective January 1, 2019.
2. That Chris Taylor shall serve in such capacity at the pleasure of the undersigned.
3. That his service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.
4. That this order shall become effective upon adoption by City Council.

This the 2nd of January, 2019.

ATTEST:

**CITY OF MADISONVILLE
MUNICIPAL ORDER NO.**

IN RE: APPOINTMENT OF CITY ADMINISTRATIVE OFFICER

IT SHALL BE AND HEREBY IS ORDERED BY THE CITY COUNCIL OF THE CITY OF MADISONVILLE, KENTUCY AS FOLLOWS:

1. That Robert Janes shall be, and hereby is, appointed City Administrative Officer of the City of Madisonville, Kentucky effective January 1, 2019 upon taking the oath of office.
2. That Robert Janes shall serve in such capacity at the pleasure of the undersigned.
3. That his service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.
4. That this order shall become effective upon adoption by City Council.

This the 2nd of January, 2019.

ATTEST:

**CITY OF MADISONVILLE
MUNICIPAL ORDER NO.**

IN RE: APPOINTMENT OF INTERIM FIRE CHIEF

IT SHALL BE AND HEREBY IS ORDERED BY THE CITY COUNCIL OF THE CITY OF MADISONVILLE, KENTUCY AS FOLLOWS:

1. That John Dunning shall be, and hereby is, appointed Interim Chief of the Fire Department of the City of Madisonville, Kentucky.
2. That John Dunning shall serve in such capacity at the pleasure of the undersigned.
3. That his service in such capacity shall be in accordance with the Laws of the United States of America and the Commonwealth of Kentucky, and the ordinances of the City of Madisonville as the same may from time to time be amended.
4. That this order shall become effective upon adoption by City Council.

This the 2nd of January, 2019.

ATTEST:

**CITY OF MADISONVILLE, KY
ORDINANCE**

**AN ORDINANCE AMENDING CHAPTER 30 OF THE CITY OF MADISONVILLE CODE OF
ORDINANCES ESTABLISHING THE POSITION OF DEPUTY CITY ADMINISTRATOR**

BE IT ORDAINED BY THE CITY OF MADISONVILLE, KY, AS FOLLOWS:

Chapter 30 of the City of Madisonville Code of Ordinances is hereby amended so as to add the following provisions:

§30.29 DEPUTY CITY ADMINISTRATOR

(A) Pursuant to the authority of KRS 83A.080, there shall be, and hereby is, created the position of Deputy City Administrator. The Deputy City Administrator shall be appointed by and shall serve at the pleasure of the Mayor.

(B) PURPOSE OF CLASSIFICATION

The Deputy City Administrator shall assist the Mayor and City Administrator in planning, organizing, supervising, coordinating, and evaluating all activities and functions of the City. He/She will be the liaison between citizens and the mayor/council. This is a full-time position.

(C) ESSENTIAL FUNCTIONS

The following duties are normal for this position: (The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification Other duties may be required and assigned.)

Helps interpret and carry out policy for departments and other parties and advises City Administrator and City Council on proposed policy changes.

Assists City Administrator in administrative and managerial duties consisting of personnel, citizen assistance, budget preparation, etc.

Ensures regulatory compliance for each city department.

Represents the City Administrator at various meetings and serves as the City Administrator in his/her absence.

Works closely with city council, City Administrator, and department superintendents in planning and implementation for various municipal operations.

Performs studies as needed and reviews management issues and recommends courses of action to the City Administrator as requested.

Assists departments with grant applications, cost determinations, program impacts, and demand for matching funds.

Performs administrative tasks, including conducting research and preparing executive reports.

Exhibits strong customer service with the general public, internal customers, and other city employees.

Creates employee success plans - including coaching, training, and evaluation as needed to develop city employees to their full potential.

Manages conflict with citizens and employees with finesse and professionalism.

Provides representation to various community boards and functions.

Demonstrates positive role model attributes to employees.

Maintains liaisons with related units of local government respecting interlocal contracts and joint activities.

Operates a computer, vehicle, or other equipment as necessary to complete essential functions.

Performs such duties as may be reasonably requested by the Mayor and/or the council.

(D) ADDITIONAL FUNCTIONS

Performs other related duties as required.

(E) MINIMUM QUALIFICATIONS

Three year(s) to five years(s) of experience in business administration, finance, accounting, or a closely related field: three year(s) experience is an administrative capacity, preferably in a government organization; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Kentucky driver's license.

(F) PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to function in a director capacity for a major organizational unit, including instructing, reviewing work, maintaining standards, and coordinating activities.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division; the ability to calculate decimals and percentages; the ability to utilize principles of fractions; and the ability to interpret graphs.

Functional Reasoning: Requires the ability to apply principles of logical or synthesis functions; to deal with several concrete and abstract variables; and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the direction, control and planning of an entire program or set of programs.

(G) ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate, though not constant, physical effort typically involving some lifting, carrying, pushing and/or pulling of objects and materials of light weight (12-20 pounds). Tasks may involve extended periods of time at a keyboard or work station.

Sensory Requirements: Some tasks require the ability to perceive and discriminate sounds, taste, odor, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dust, pollen, odors, machinery, or traffic hazard

The foregoing Ordinance is read to and presented to a regular meeting of the City Council of Madisonville, Kentucky, for first reading on the 2nd day of January, 2019 and the second reading on the 7th day of January, 2019. Motion was made by , seconded by , that the Ordinance be adopted as the law of the City of Madisonville, Kentucky, to be effective upon publication, as required by law.

Upon vote being taken thereon, the votes were cast as follows:

It appearing that the Councilmembers voted the Mayor announced that the Motion was and that the above Ordinance would be published as required by law and would be effective as a new Ordinance of the City of Madisonville, Kentucky, immediately upon publication thereof, unless otherwise stated.

Dated 7th day of January, 2019

City of Madisonville, KY

ATTEST:

City of Madisonville, KY



City Council
77 N. Main St.
Madisonville, KY 42431

SCHEDULED

Meeting: 01/02/19 10:00 AM
Department: City Clerk Department
Category: Bid
Prepared By: Kim Blue
Initiator: Kim Blue
Sponsors:
DOC ID: 1514

ITEM FOR DISCUSSION (ID # 1514)

Permission to advertise for bid Bar Screens for Wastewater Treatment

Permission to advertise for bid Bar Screens for Wastewater Treatment