

**CITY OF UNION, KENTUCKY  
REGULAR BUSINESS MEETING  
MINUTES  
Monday August 1, 2011**

**LOCATION:** Warren S. Moore Union City Building, 1843 Mt. Zion Road, Union, KY 41091

**CALL TO ORDER:** Mayor Don Kirby called the meeting to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE:** Mayor Kirby led the audience in saying the Pledge of Allegiance

**ROLL CALL:** The following members were present:

Mayor Don Kirby  
Commissioner Bob Kelly  
Commissioner John Adams  
Commissioner John Mefford  
Commissioner Bryan Miller  
City Engineer Barry Burke  
City Clerk Kathy Porter  
Attorney Greg D. Voss

Events Coordinator Karen Franxman was absent.

**CALL TO ORDER:**

Mayor Kirby called the Regular Business Meeting of the Union City Commission to order at 7:00 p.m. Monday, August 1, 2011.

**APPROVAL OF MINUTES:**

**All City Commissioners were provided a copy prior to tonight's meeting.**

Commissioner Adams made a motion to accept the minutes from the July 5, 2011 Commission Meeting and the motion was seconded by Commissioner Miller. **Motion carried.**

**ADMINISTRATIVE REPORTS:**

**City Clerk/Treasurer Kathy Porter:** Commissioner Mefford moved to accept the Treasurer's Report as of June 30, 2011, and Commissioner Kelly seconded the motion. **Motion Carried.**

**UNION CARES PROGRAM:**

For the months of August and September 2011, the city of Union will be working with the program entitled ECHO – Henry Hosea House.

**GUEST WISHING TO SPEAK:**

Dr. Bryan Turner the Economic Development Committee (EDC) Chairman addressed the commission. Dr. Turner prepared a brief statement concerning the EDC's findings from an investigation concerning financial and tax incentives that the City of Union could employ to assist the Union Town Center to become a reality. Over the past ten (10) years the city has worked hard to create the plan for the Town Center. The city of Union has stood their ground over the years that they do not want to be another town that is covered with strip malls.

Kevin Costello with the EDC also addressed the commission. Mr. Costello sent a request for proposal for financial planners. They received three proposals and narrowed it down to two firms and brought them in for further discussion. At the end of the meeting the committee recommended hiring Jim Parsons from the Taft Law Firm. Mr. Costello provided the commission with copies of what was proposed for the city. The fee to hire Mr. Parson would be \$15,000.00.

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Mr. Jim Parsons with Taft Law Firm addressed the commission. Mr. Parsons is the former County Administrator with Boone County. He works primarily in the field of tax incentives, for The Taft Law Firm, promoting development across the state. He has worked with the City of Lexington, The University of Louisville, City of Bowling Green, KY, and some private developers. Mr. Parsons said ultimately that if incentives are granted they have to be approved by the city commission. There are only a few that a developer can apply for independent of the city's approval. Part of the goal for Mr. Parson's will be to explain what incentives are available and to let the commission know what the process is of implementing them. Mr. Parsons will also explain how the incentives will make it easier for developers to buy into a project. Mr. Parsons can provide a list of pit falls to avoid.

Mayor Kirby asked Mr. Parsons if the projects that he is currently working on in Lexington, proposed or currently approved. Mr. Parsons said three of the four projects in Lexington are fully approved. Mr. Parsons did say whether they get completed or not is a different story, but they have been approved. These projects qualify for state incentives. The fourth project is pending at the State level.

Mayor Kirby asked Mr. Parsons if taking a look at the Town Center is there a chance that the report will come back and say there is nothing available in the way of incentives, because of the size. Mr. Parsons said the report will not say that, but it might not generate the revenues that the larger projects are generating, but there are some incentives that will be available. There will be some limitations because of the size and income availability.

Attorney Voss asked Mr. Parsons about Crescent Springs and the Bear Creek Bankruptcy. The courts are saying that the funds are unsecured instead of tax. Mr. Parsons said that there is an issue but the city is protected.

Attorney Voss asked if there are some documents in place to protect the city. Mr. Parsons said you can put some type of language in the agreement.

Mr. Kelly asked Mr. Parsons about Tax Increment Financing (TIF). Mr. Parsons said TIF is a process to capture the revenues generated by a new project and using a portion of those revenues to fund the project in some way.

Mr. Kelly asked if Mr. Parsons saw in small cities such as Union, if he saw the need to hire a firm. Mr. Parsons said that some might have a developer do the hiring, but in other the firm is paid by the city.

Mr. Miller asked how this is made attractive to the developer. Mr. Parsons said for manufacturing there is a State incentive that says that the new manufacturer will be exempt from city taxes for five years, which, helps draw new manufacturing companies to Kentucky.

Mr. Miller asked if the developer has people that would be willing to build within the city. Mr. Parsons said that the city needs to create an RFP and propose this to the developer.

Mr. Mefford said that from view of the EDC they are hoping to get some type of road map of how the city is to make this work.

Mr. Miller asked what the city would get in return for the fee that is being paid to Mr. Parsons. Mr. Parsons said that basically the city would get a report that would provide the incentives, give a road map as to how to use the incentives, and provide examples of how the incentives will be used for certain projects and will provide a list of pitfalls to avoid when using the incentives. Mr. Parsons said they could also work to create some RFP's. Mr. Miller asked with how the economic times are now is this something that the city should explore. Mr. Parsons said that since the financial down turn incentives have become a critical part of the financing.

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Mayor Kirby said what it looks like is that it is something that is pretty common.

Mayor Kirby asked if the commission would like to make motion to proceed to move forward in going into the agreement. Mr. Miller asked Mr. Mefford his opinion on entering into the agreement. Mr. Mefford said that as part of the Economic Development Committee and looking at the proposals, he was on the side of hiring Mr. Parsons, not only because he is highly qualified, but also because of his current projects within the state. Mr. Mefford feels that he is ready to proceed. Mr. Miller asked if he could see a proposal.

Mr. Costello said there are two ways the city can handle the contract with Mr. Parsons. The first is to contract with Mr. Parsons directly and the other is to have the Planning Commission contract with Mr. Parsons and they handle the contract and the city pay Planning and Zoning. Mayor Kirby said in the past they contracted with P&Z is because we have the ability to use their staff as well as the hired contractor.

Mr. Miller asked Dr. Bryan Turner, who is also on the Economic Development Committee, his opinion. Dr. Turner said they had researched this since fall of 2010. After looking into the amount of detail, the committee felt that it was a good decision to hire someone to help with this situation.

Mr. Miller asked if the development is contingent on the new road 536 being built. Mr. Turner said he felt development could begin without it.

Mr. Mefford asked if maybe the city could get this started would it maybe be something that the state would look at and maybe start the road project earlier. Mr. Costello said that it is a possibility if it could prove to be economically beneficial.

Mayor Kirby asked if there were any more questions. No one had any. He asked for a motion to proceed forward with an agreement with Boone County Planning and Zoning and Mr. Parsons. Mr. Mefford made the motion to approve and Mr. Adams seconded the motion. Motion Carried.

**CITY ENGINEER REPORT:** Mr. Burke referenced his detailed City Engineering Report totaling 16 Items. Mr. Burke allowed the commission to review the Report.

Regarding Item #1 Sanitary Sewer Systems, we are 99.3% complete with Phase C and 99.9% complete with Phase A&B. The city still has about \$500 withheld from the contractor for final restorations on the Volpenhein property that have not been completed. Mr. Burke feels that the contractor might walk away from the restoration and forfeit the remaining amount.

Mr. Steelman-10126 Russwill Drive, one of the few remaining residents who have not tapped-in has now stopped into the city office to pick up the paperwork to begin the tap-in process. Attorney Voss stated that he had also spoke with Mr. Steelman's daughter.

Regarding Item #2 the City Building Entrance Drive, we now have the storm culvert in place. Mr. Burke stated that he has spoken with City Clerk Kathy Porter concerning a drainage issue from the roof leaders overtopping the parking lot at the City Building. Mr. Burke had contacted contractor Pete Michels who was awarded the contract for the sealing of the parking lot and will negotiate a lesser price to re-route the roof leaders underground. He feels these needs to be completed prior to sealing the parking lot.

Regarding Item #3 (a) (1) Joint sealing & Incidental Surface Repairs – Hempsteade Estates. The repairs and joint sealing have been completed with one exception on Ashton Court, to be addressed later regarding the edge/side drains project.

Regarding Item #6 the Whispering Trails Storm Drainage Report, Mr. Burke has been in contact with Mr. Royse, 1838 Whispering Trails (formerly the Landrum Property); the property is currently listed as for

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sale. Mr. Royse stated that as a result of an intense storm on April 18, 2011, sink holes have developed on top of the culvert pipe between Mr. Royse and Mr. Campbell's (1834 Whispering Trails) property. Mr. Burke has inspected the sink holes and does not feel that they are to the point where the property owner is losing a significant amount of surface soil on the real estate. However, they do exist and may become larger.

Mr. Burke stated the city has worked with state representative Sal Santoro, who took this issue back to Frankfort for any possible state funding. Since then, Mr. Burke has been contacted by Mr. Pat Crowley, SD1 Lobbyist and KYDLG Ms. Lynn Littrell. CDBG funds are available, an application needs to be completed and the deadline is October 3, 2011. However, Mr. Burke's understanding is that the CDBG funding help is applicable to only public facilities, and not private culverts.

Mr. Burke has also contacted SD1 to see if they might be willing to work with the city and landowners to stabilize and ultimately restore culverts in-kind that are in need of repair.

Mr. Burke pulled costs together for the six (6) driveways on Whispering Trails that are deemed to be in the most serious or critical need of repairs. The lowest estimates were from a local contractor at Lonkard Construction ranging from \$11,000 to 13,500. The total cost from Lonkard Construction is \$66,690. However, the quotes, as stated do not include any fees, permits, layout, testing, and restoration of the sites.

In addition, Mr. Burke is still waiting on the results of the application for the 50/50 funding that was filed with SD1.

Mayor Kirby asked if Mr. Burke knew what the cost for any other fees that were not included in Lonkard's quote. Mr. Burke stated that the extra fees should not exceed \$500-\$600 per driveway, or roughly \$3,000. However, if the same contractor would perform the work, the extra costs could be much less.

Mayor Kirby asked Mr. Jon Campbell (1834 Whispering Trails) how the latest rain affected his driveway. Mr. Campbell said the last three (3) or four (4) rains have come over his driveway.

Mr. Royse, with former owner Kim Landrum of 1838 Whispering Trails in attendance, asked what is being done about the sink holes. Mr. Burke said that a private contractor could mix some light weight concrete in the holes as a filler. This should not be very costly. The city has repeatedly stated that this is private property, on which the city has no clear financial responsibility.

Mr. Adams asked Mr. Burke if he has heard from Sean Blake at SD1. Mr. Burke said that he had not yet had a response.

Mayor Kirby said that we should put the six (6) critical properties out for bid to get a more definitive number. We need to set a date for requesting and opening the bids. Mr. Burke acknowledged that he would proceed with the public bidding process.

Mr. Kelly asked how long the stabilization would work for the critical properties. Mr. Burke said the stabilization to include replacing the existing undersized culverts with flowable fill, if done correctly, should last about thirty (30) years.

Mr. Adams asked if we pursue this stabilization method, can we recoup some of the money from SD1 after the fact. Mr. Burke said this would have to be answered by SD1, but since the culverts are on private property any refunds may be unlikely.

Mayor Kirby said he would like to get the bid out and opened prior to the next meeting. Mr. Burke said we

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usually give the contractors thirty (30) days to prepare the bid. Mayor Kirby said that we could visit this at a future mid-month special meeting, if necessary. Mr. Burke acknowledged that he would proceed with the public bids.

Regarding Item #9 the Union Village Street Lighting Plan, Attorney Voss received the ballot for review and sent it back for distribution. He has not heard anything else concerning the results. Mr. Burke stated he emailed Ms. Sandy Connelly from Duke Energy for a new copy to extend the agreement, without a response. Any changes to the agreement will be up to Duke Energy.

Regarding Item #10 (c) Public Street – Sweet Harmony near Evensong Drive Intersection, some large base failure near the end of the street has occurred. Bray Trucking Company may have an agreement with the Drees Company or land owner to use certain undeveloped land for a topsoil shredding and hauling operation. Evidence is apparent that heavy trucks are coming out on Harmony Drive causing the damage. Mr. Burke has received quotes to repair the damage. The estimates from two (2) reputable contractors range from \$12,050 from Paul Michels and Sons to \$13,167 from Len Riegler Blacktop.

Mayor Kirby asked if there are neighborhood or county regulations on trucks and the maximum amount of weight on these streets. Mayor Kirby asked if we could hold them legally reliable if there is not a regulation on the weight capacity. Mr. Burke stated that public street pavements are designed to handle certain types of loadings except for heavier vehicles such as fully loaded trucks, garbage trucks, etc. which have caused repeated repetitions and damages.

Attorney Voss said he would research the regulations before he can contact the company.

Mayor Kirby asked how we know it is necessarily Bray Trucking. Mr. Burke stated the name is on the physical equipment and on-site operations.

Mr. Miller asked how we know the pavement was put in correctly. Mr. Burke stated that the street was inspected by the county staff and dedicated.

Mr. Burke advised that the road has sunk in about three (3) inches at the curb for a length of over 100 feet, extending from the street stubbed used for access by the truck traffic.

Attorney Voss said we also need to look and see if Bray Trucking is operating a business from that location and if so if they have the necessary permits.

Regarding Item #10 (e) (1) Public Sidewalks, the Peggy Wolverton accident at 1075 Bayswater Drive, the Tolson property. The city accepted a bid from TMS Construction for \$7,440. SD1 was contacted for proper permits and the edge/side drain work has been completed. The final cost including SD1 catch basin permit was \$7,725, and authorized for payment.

Regarding other slippery sidewalk complaints, Item #10 (e) (2) & (3) Hempstead/Brandsteade Court, there is moderate runoff and discoloration across several sidewalks. Along Brandsteade Court, there are about six (6) properties that are affected. There are also two properties on Cedarwood Drive west of Ashton Court that are also affected. The commission in July asked Mr. Burke to secure cost estimates on adding edge/side drains for these properties. A total of eight (8) to ten (10) contractors were contacted to bid on the photo plans and specs that were prepared. Mr. Burke received quotes from two (2) qualified bidders, TMS Construction, Inc. and Paul Michels and Sons. The lowest bids were from TMS Construction, Inc. Along Brandsteade Court, the lowest cost would be \$12,804. Along Cedarwood Drive (west), the lowest cost would be \$4,174.

Regarding other remaining sidewalks Item #10 (e) (4) Hempsteade /Ashton Court edge/side drains. Ms.

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Kelly Lobenberg at 1116 Ashton Court was at the meeting in July to discuss this issue. The problems on Ashton Court, where both sides of the street are involved, Mr. Burke stated these can be resolved by installing an edge/side drains along only one (1) side of the street and saw cutting across the street to the Lobenberg property to reduce costs. The lowest bid for this project was from TMS Construction Inc. for \$19,216. Mayor Kirby asked Mr. Burke to comment on the earlier stated water problem along Ashton Court, unable to be resolved by the Len Riegler Blacktop, Inc. street repairs. Mr. Burke stated that perforated pipe edge pipe edge drain along the east side of Ashton would also help in resolving the subgrade drainage problem fronting the Carnevale property, if the city approves the edge drain project.

Regarding Item #10 (e) (5), Mr. Shively at 10122 Cedarwood Drive. Unfortunately, another serious fall occurred, where Mr. Shively's mother visiting from Pittsburg, PA during a weekend fell and broke her wrist fronting the Shively property. Mr. Shively is the last property owner to the east in Union, and the closest catch basin is located further east in Boone County. Mr. Burke contacted Boone County to see if they could partner and fund the cost to extend an edge drain to the catch basin within Boone County. The lowest for putting edge drain up to the city's corporation line was from TMS Construction Inc. for \$2,990. And if it is extended to the catch basin in Boone County the lowest bid, if TMS Construction, Inc. would perform the work was \$5,898. However, if Boone County performs their own work, these costs would be lower. We're still waiting for response from Boone County Public Works.

Mr. Burke said if the city decided to go forward with the edge drain projects along Brandsteade Court, Ashton Court, and Cedarwood Drive (west), the total costs from TMS Construction, Inc. the lowest bid submitted, would be \$36,194. Adding Cedarwood Drive (east) for the Shively property would increase the costs to about \$39,194, subject to another cost for extension in Boone County by Boone County.

Mayor Kirby asked about if we had gotten any agreements on tying-in from the affected residents. Mr. Burke said he had only received bids to do the work in the public rights-of-way, but has not received any agreements from the residents. Mr. Burke suggested we draft a letter to the residents affected encouraging them to tie-in, where required. Mayor Kirby asked how we have done this in the past. Mr. Burke said in the past, we have sent out the letters identifying the property owner responsibilities at their costs. However, regarding some previous projects, the city has not realized the full cooperation needed from some property owners.

Attorney Voss said we need to look into Code Enforcement. Attorney Voss said we need to create a board to enforce ordinances. He said we can try to legally force the residents to make the connections. Attorney Voss said he could draft a letter to send to them. Mayor Kirby said to send a letter.

Mr. Miller asked how many residents are affected. Mr. Burke said there are about twelve (12) or so properties. He will provide a sample of a previous letter and a property owner's list to Attorney Voss.

Mr. Miller asks what the resident has to do to tie-in. Mr. Burke said it depends how far away such discharges are and/or what materials are needed. In general, 35-40 feet of four (4) or six (6) inch pipe from the house would be needed. If such drains are closer to the city's project, the resident's cost would be much less.

Regarding Item #10 (8), Mr. Warren Hanson at 10184 Glenfield Court, Mr. Hanson is experiencing excessive storm water from his next door neighbors building addition. This water is causing both yard and driveway settlement within the Hanson property. Mr. Burke stated he has met on-site with Mr. Hanson and advised Mr. Hanson that a private storm drain project common to his and his neighbor's side property lines could extend to an edge drain toward the public street and right-of-way to interconnect to the SD1 catch basin via proper permit. Mr. Hanson stated that this storm drainage has contributed to some street deterioration. Mr. Burke stated he advised Mr. Hanson that since private properties were involved, the city cannot spend public monies on private sewer projects, unless for a public purpose, as

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advised by the City Attorney. Any such work within the limits of the public right-of-way would have to be approved by the city commission. Mr. Hanson was given the names of several contractors to contact for estimates. He was also given estimates for the units' prices on the edge drain projects, as quoted by contractors in the recent bids requested by the city. Based upon these bids, Mr. Burke's estimate for the work involved would be roughly \$5,400, with the portion of the work within the right-of-way to be about \$1,775 or about 33%. Mr. Hanson called several contractors and the estimate he got was \$7,800, a lot higher than the city's bids for edge drains.

Mr. Hanson said the city of Union has put public monies in the past to repair the sink holes near the storm sewer in the street. Mr. Hanson feels that his driveway will collapse and this in within the public right-of-way in Union.

Mayor Kirby said it looks like Mr. Hanson's neighbor should be involved in these repairs. Mayor Kirby asked if Mr. Burke had spoken to the neighbor. Mr. Burke said he has not.

Attorney Voss said the city can expend money on private property if it is for public good.

Mayor Kirby said to contact TMS Construction, Inc. to get a firm price to repair this situation.

Mayor Kirby asked Mr. Burke to follow-up with Mr. Hanson's neighbor and let them know what total cost will be and what the neighbor's cost would be. Mr. Burke acknowledged that he would make contact with Mr. Hanson's neighbor and possibly meet to further discuss the issues. Mr. Burke asked Mayor Kirby what level of financial responsibility would be the city's regarding the project. Mayor Kirby responded that the city's responsibility can only be within the limits of the public right-of-way, if the project moves forward.

Regarding Item #10 (f), the stop sign vision problem within Harmony Estates at Melody and Evensong Drives, the HOA has responded that it will have its landscaper remove the trees to improve the sight vision at this intersection.

Regarding Item #10 (h) the bee hive house, resident's complaints and bee stings to the city's landscaper at Union Bluffs, the house has been removed temporarily, the detention (dry) pond mowed, and bee hive house relocated to another location closer to the Mark Butler house on their own property. Mr. Burke has confirmed the new location, as the best possible location, met with two (2) adjacent residents and confirmed the new site as permanent is acceptable.

Regarding Item #10 (i) the basketball hoops in Ivy Pond Subdivision, Attorney Voss said we do not have anything in the Ordinance that would not allow the hoops. Attorney Voss said his main concern was the safety of the children playing. The portable hoop that was causing the trouble exists within the street pavement of the cul-de-sac of Weeping Willow Court. The main issue was the noise in the middle of the night. The noise issue has now been resolved. Now the issue is the portable goals that are located within the street.

Mayor Kirby asked to have the portable ones to be moved out of the street. Attorney Voss will get with Boone County Code enforcement to get the addresses.

Regarding Item #10 (k), a dead tree extending over and onto the rear yard of 9776 Cedarwood Drive (Hodson) from Harmony Estates development, a safety problem. A recommendation has been forwarded to the HOA president Ben Taylor at Harmony Estates Subdivision to remove the dead tree based upon a liability issue. The city is not responsible for trees on private property.

Regarding Item #13 the next meeting for the Phase II Storm Water Management Plan was scheduled for August 3, 2011. Mr. Burke, as the city's representative and one of the 30 co-permittees, will attend the

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meeting.

Regarding Item #14 the newly proposed BMP (Best Management Practices) Manual Workshop on July 18, at SD1 offices, the main discussions debated is the responsibility for maintenance of improved water quality improvements including green infrastructures, bio-retention, plants, etc. SD1 will not assume ownership and maintenance and are basically leaving them to the owners of such systems or the developers that have to install them, as required by the state division of water (KYDOW) by the recent state permit issued in April 2011.

Regarding Item #15, the Union Site Plan Reviews by Boone County Planning Commission. We are now receiving a listing of all plans that the staff and committee in Boone County is looking at on a weekly basis. After reviewing the list, if we want to comment, on any plans within Union, we will again have this opportunity. Recently, written comments were made regarding the Grace Fellowship Church parking lot addition along Gunpowder Road.

Regarding Item #16 the Storm Sewer Catch Basin Grates that were stolen, four (4) in Westbrook Estates and two (2) in South Harmony Estates. Mr. Burke advised that the streets in Westbrook have not yet been fully completed due to the delay of surface overlay as guaranteed and has had no final inspection or acceptance. Attorney Voss said the streets in Union have been signed off on by Boone County. It was discussed that such plats should be submitted to the city for sign off by the city engineer rather than by Boone County. Discussions indicated that the developer Arlinghaus Builders had some extra grates and will replace the ones that were stolen. There are also two (2) grates that were stolen at Sweet Harmony and Cobalt Way, which the city will have a reputable contractor replace at a reasonable cost.

**PLANNING AND ZONING:** Mr. Jim Longano was not present and had no report for the City of Union this month.

**PUBLIC WORKS/UNION VISIONING COMMITTEE:**

Commissioner Kelly mentioned that the city's landscaping company removed five (5) dead trees along US 42. They will be replaced in the fall.

There are water bags on the trees along US 42. The cost to fill the bags is \$960.00 per each time. Depending on the amount of rain that falls, the city agreed to water the trees every other week. Mayor Kirby asked how much water is being used. Mr. Kelly said he will check into the amount of water used.

Lassing Green has a sprinkler system at the entrance; the copper backflow preventer is missing. Mr. Kelly said the preventer is about \$500. Someone from the audience said it happened at Arbor Springs also and the replaced it with a locking covers. Mr. Kelly will check into that.

The street lights at Whispering Trails are still out.

**EVENTS COORDINATOR:**

City Events Coordinator Karen Franxman was not in attendance.

Union Celebrates America for 2012, it has been proposed to do this the Friday before July 4 which is June 30. Kroger would like to reserve the Barney Wagon.

Fall For All is coming up on October 22, 2011. Karen Franxman is asking for volunteers.

The Volunteer committee is meeting Wed., August 10, 2011 at 7:30 pm at the Union Community Building.

Union Community Theater is presenting the Wizard of Oz on Thursday through Saturday August 4 – 6,



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2011. Please check the website.

The youth theater is going to perform All Shook Up. The dates have not been set as of yet.

**OLD BUSINESS:**

The bids were received for the refurbishing of the landscaping of the Lassing Green Subdivision. The bids were from Four Seasons Landscaping for \$3,711.00 and from A&A Lawncare for \$7,449.50. Mr. Mefford recommends that we accept the bid from Four Seasons Landscaping. This includes one year maintenance.

The city has accepted responsibility, as part of the subdivision agreeing to come into the city limits, for the entrance way.

The other aspect of the entrance was a bid from a mason for the repair of the concrete structure in the middle of the landscaping for \$2,581.00

Mayor Kirby asked for a motion to accept the bids. Commissioner Adams made the motion to approve and Commissioner Kelly seconded the motion. **Motion Carried.**

**NEW BUSINESS:**

- First Reading of **ORDINANCE NO. 2011-006** – AN ORDINANCE RELATING TO THE CREATION OF THE POSITION OF OFFICE ASSISTANT FOR THE CITY OF UNION, KENTUCKY SPECIFYING POWERS AND DUTIES OF THE POSITION. Commissioner Miller moved to approve and Commissioner Mefford seconded the motion. **Motion Carried.**

Attorney Voss brought an invoice to the attention of the commission. The invoice is for lighting at Union Pointe Center. The commission agreed to pay the invoice.

**ANNOUNCEMENTS:**

Next City Commission Meeting: Tuesday September 6<sup>th</sup>, 2011 @ 7:00 p.m.

No further business came before the Commission. Commissioner Mefford moved to adjourn the meeting at 9:36 p.m. Commissioner Miller seconded the motion. **Motion carried.**

Signed this 6th day of September 2011

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Don Kirby, Mayor

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Kathy Porter, City Clerk/Treasurer