Maysville Board of Commissioners

Thursday, 13 March 2025; 5:15 p.m.
Regular Meeting
Maysville Municipal Building

The Board of Commissioners of the City of Maysville, Kentucky met in regular session on Thursday, March 13, 2025 at 5:15 p.m. at the Maysville Municipal Building. Present were Commissioner Ann Brammer, Commissioner David Cartmell, Commissioner Andrew Wood, Commissioner Victor McKay, and Mayor Debra L. Cotterill. Also present were City Manager Matt Wallingford, City Clerk Lisa R. Dunbar, City Attorney Kelly Caudill, Comptroller Joseph Rodosta, HR Director Rhonda Rose, Project Manager David Hord, Public Works Director Luke King, Police Chief Michael Palmer, Fire Chief Kyle Carpenter, Utility Manager Darin Spence, Zoning Administrator George Larger, Building Inspector Jim Fawcett, Codes Officer Nicole Brooks, and Tourism Director Katelyn Bailey. Absent: Main Street Director Caroline Reece.

Minutes & Department Reports

Motion by Commissioner McKay, second by Commissioner Brammer to approve the minutes of the Feb. 13, 2025 regular meeting and department reports as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Public Announcements

City Manager Wallingford announced that spring quarterly clean-up would be April 4-18 with dumpsters in the usual locations.

Fire Chief Carpenter presented certificates of honor to LT/Paramedic Josh Figgins, FF/Paramedic Johanna Appleman, FF/EMT Casey Appleman, Derrick Doyle, FF/EMT Derrick Doyle, and FF/Paramedic Ian Riggins on their exceptional performance and dedication on Feb. 2, 2025, when they were called to an emergency involving a pregnant woman who had gone into cardiac arrest. Not only did they perform CPR and get her to the hospital, but they continued treatment in the surgery unit as a doctor performed an emergency C-section.

Appointment

Mayor Cotterill recommended the appointment of Da'Sarae Perry to Buffalo Trace ADD Board; term to expire 1/31/30.

Motion by Commissioner Cartmell, second by Commissioner Brammer to appoint Da'Sarae Perry to the Buffalo Trace ADD Board. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Presentation: Strand Associates

Matt McMackin and Chelsea Burke from Strand Associates gave an update on the TAP Grant project to install or repair sidewalks on Second Street from Wall Street to the River Park. Work was expected to begin in the spring of 2026.

Discussion: Fiscal Year 2026 Budget and Current Police Department Budget

Chief Palmer requested that funds budgeted for police cruisers be used instead to replace body cameras. The Board of Commissioners agreed to the request.

Mr. Wallingford suggested budget workshops be held with department heads.

The Board of Commissioners agreed to hold budget workshops.

Mr. Wallingford said that he would send the Commissioners some proposed dates.

Discussion: Street Sweeper

Mr. Wallingford said that under City ordinance street sweeping begins on April 1st.

There was discussion regarding streets that might be exempted because residents don't have anywhere else to park.

Mr. Wallingford said that street sweeper running again would be advertised to make residents aware.

Discussion: Birth Place of Bourbon

Tourism Director Bailey informed the Board of Commissioners that Woodford County had trademarked The Birthplace of Bourbon. Many towns, counties, and distilleries use the term and oppose the term being trademarked.

Under trademark law, opposition can be filed for five years. Peter Pogue, owner of Old Pogue Distillery intended to file opposition. She asked if the City wanted to support him in that petition.

The Board of Commissioners agreed that they did.

Discussion: Omnibus Ordinance Amendment

Mr. Wallingford indicated to the Board of Commissioners that he intended to bring the omnibus ordinance amendment before them at the April meeting and to let him know if they wished to give him any input prior to that meeting.

Discussion: Skyline Drive Rezoning

Zoning Administrator Larger told the Board of Commissioners that the Joint Planning Commission had held public hearing and voted six to one to rezone property owned by Burce Carlson on Skyline Drive from R-1A Residential to B-1 General Business.

Mr. Wallingford asked the Board of Commissioners whether they would like to hold their own public hearing or let the decision of the Joint Planning Commission stand.

They indicated that they would vote to uphold the decision of the Joint Planning Commission.

Mr. Wallingford said the ordinance amendment would be on the April agenda.

Mr. Carlson's attorney insisted that the Board of Commissioners vote to forgo holding a public hearing on the matter.

Motion by Commissioner Brammer, second by Commissioner Cartmell to forgo holding a public hearing. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Motion to Approve FY 2024 Audit

Motion by Commissioner Wood, Second by Mahor Cotterill to approve Fiscal Year 2024 Audit. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Resolution Authorizing Safe Haven Baby Box

The following Resolution was presented to the Board of Commissioners:

Commonwealth of Kentucky
City of Maysville
Resolution No. 25-11

Resolution Authorizing Safe Haven Baby Box

Be It Resolved by the City of Maysville, that the Mayor is hereby authorized and directed to execute any and all documents necessary for the establishment, placement and maintenance of a safe Haven Baby Box in the City of Maysville, Ky.

Motion by Commissioner McKay, second by Commissioner Brammer to adopt Resolution No. 25-11 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Resolution Authorizing Letter of Engagement with Baldwin CPAs

The following Resolution was presented to the Board of Commissioners:

Commonwealth of Kentucky

City of Maysville
Resolution No. 25-12

Resolution Authorizing Audit Engagement Letter with Baldwin CPAs PLLC

Be It Resolved by the City of Maysville, Kentucky that the Mayor is hereby authorized and directed to sign the audit engagement letter with Baldwin CPA'S LLC.

Motion by Commissioner McKay, second by Commissioner Brammer to adopt Resolution No. 25-12 as presented. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Closed Session

Motion by Commissioner McKay, second by Commissioner Wood to go into closed session pursuant to KRS 61.810(1)(f): Discussion which might lead to the appointment of an individual employee and (g): Discussion between a public entity and a representative of a business entity. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Motion by Commissioner Cartmell, second by Commissioner Wood to return to open session. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Appointment: Tourism

The following recommendation was presented to the Board of Commissioners.

Subject: Recommendation to Hire Taylor Hunt as Tourism Assistant & Events Coordinator Dear Mayor and Commissioners,

After an extensive interview process and careful evaluation of candidates, I am pleased to recommend Taylor Hunt for the position of Tourism Assistant & Events Coordinator for the City of Maysville. Taylor stood out among all applicants as the best candidate to fill this role due to her strong background in content creation, marketing, and event coordination, as well as her enthusiasm for promoting Maysville.

Taylor brings a diverse skill set in writing, graphic design, and social media marketing, which aligns seamlessly with the responsibilities of this position. In her current role as a Graphic Designer for Champion Media, she has developed expertise in advertising, layout design, and digital content creation, which will translate well to managing tourism campaigns, promotional materials, and community outreach. Additionally, her

experience as a feature writer demonstrates her ability to craft compelling narratives that engage audiences—an invaluable skill for showcasing Maysville as a destination.

Beyond her technical abilities, Taylor's strong work ethic, adaptability, and teamwork make her an excellent fit for our organization. She is eager to grow in this role and contribute meaningfully to our tourism initiatives.

I am confident that Taylor will be an asset to Maysville's tourism efforts, bringing fresh ideas, strong organizational skills, and a collaborative spirit to the role. I respectfully request the City Commission's approval to hire Taylor Hunt for this position.

Thank you for your time and consideration.
Sincerely,
Katelyn Bailey
Tourism Director

Motion by Commissioner Cartmell, second by Commissioner Wood to approve the appointment of Taylor Hunt to the position of Tourism Assistant & Events Coordinator. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Appointment: and Public Works Departments

The following appointment recommendation from Public Works Director King was presented to the Board of Commissioners.

I would like to recommend Dravin Rout to fill the position of skilled laborer. I am confident Dravin will be a great asset to public works.

Motion by Commissioner Wood, second by Commissioner Cartmell to appoint Dravin Rout to the Public Works Department. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

Adjournment

Motion by Commissioner Brammer, second by Commissioner Wood to adjourn at 7:04 p.m. Upon call of roll, voting was as follows: Voting aye: Commissioner Brammer, Commissioner Cartmell, Commissioner Wood, Commissioner McKay and Mayor Cotterill, Motion carried.

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Mayor

_____
City Clerk