



**Thursday, January 5, 2023  
Committee of the Whole Special Meeting Minutes  
Oak Grove Council Chambers**

The Oak Grove Committee of the Whole met in special session on Thursday, January 5, 2023, at 6:00 p.m. in the Oak Grove City Council Chambers located at 8505 Pembroke Oak Grove Rd Oak Grove, Kentucky. Attending the meeting were: Chairman/Council Member Jean Leavell, Council Member Isaiah Spencer, Council Member Richard Baker, Council Member Janet Edwards, Council Member John Campbell, and Council Member Edward Cook. Also attending was City Attorney Mark Gilbert, Police Chief Dennis Cunningham, Public Works Director Martin Nuss, Code Enforcement Officer/Zoning Inspector Angel Willis, and City Clerk Lorelynn Fisher. There were approximately 8 individuals present.

**CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by City Clerk Lorelynn Fisher

Council Member Isaiah Spencer made a motion to elect Jean Leavell as Chairperson. Council Member Edward Cook seconded the motion. A voice vote was taken with all in favor; the motion carried.

**ROLL CALL**

Chairman/Council Member Jean Leavell, Council Member Edward Cook, Council Member Janet Edwards, Council Member Isaiah Spencer, Council Member Richard Baker, and Council Member John Campbell were present. A quorum of the Committee of the Whole was present.

**APPROVAL OF MINUTES**

Council Member Isaiah Spencer made a motion to approve the December 1, 2022, Special Committee of the Whole Minutes. It was seconded by Council Member Edward Cook. There was no discussion. A voice vote was taken with all in favor; the motion carried.

**AGENDA**

Council Member Janet Edwards made a motion to move Code Ordinance 2021-13 first. Council Member Edward Cook seconded the motion. There was no discussion. A voice vote was taken with all in favor; the motion carried.

**Ordinance No. 2021-13 An ordinance of the City of Oak Grove, Kentucky establishing a Code Enforcement and Nuisance Board to promote, protect, and improve health, safety, and welfare of the citizens residing within the City:**

Council Member Janet Edwards requested this be placed on the agenda. City Attorney Mark Gilbert spoke up to say that questions regarding KRS procedures were asked at the previous meeting. He spoke to Kentucky League of Cities, and it was highly recommended to stick to the KRS-which is what the current ordinance is mostly based on. Gilbert spoke briefly on code board procedures. Code Enforcement Officer/Zoning Inspector Angel Willis spoke and stated that she attended a regional code enforcement meeting and discussion of citation and procedures for other cities was held in which they provide the same procedures that we do based off KRS Statues. Willis informed the board that once a citation is issued, a copy is mailed to last known address the city has on file in which, the violator has the option to contest the citation within a certain time frame. Gilbert stated that the council can look into the option of having out of state landlords register with the city so they can be notified when a warning is given. It would need to be an ordinance. Willis stated the council can look into creating said ordinance based off the

vacant property registration ordinance. Ultimately, it will still be the homeowner's responsibility regardless. Council Member Janet Edwards recognized Willis on her outstanding job performance. Council Member Janet Edwards asked Willis if there was anything else in the ordinance that concerned her. Willis responded saying that it is a solid ordinance that she is happy with at this time. New scenarios in the future might change the solidification of the ordinance. Council Member Jean Leavell asked about the fees in which Willis responded with that the city's zoning fees are the cheapest fines out of all the fines which could be concerning. Council Member Janet Edwards and Council Member Richard Baker asked Public Works Director Martin Nuss if he could inform council during council meetings the number of citations, warnings were given out from codes. Nuss responded saying that can be done. Willis stated that every month there is a code board meetings that can provide council with information on property citations. Council Member Jean Leavell thanked Willis for a job well done and wished her the best in her future endeavors.

**Municipal Order 2020-01 Order establishing the Conduct of Legislative Body Meetings which includes officers, agenda, procedures, minutes, and standing rules:**

Council Member Janet Edwards requested this be placed on the agenda. Discussion among city council was held and the following changes were recommended:

1. Municipal Order-Move Open Forum to the front/top;
2. Municipal Order Section I subsection C-City Clerk #5 to say Read by title and summary (or in full when necessary) all ordinances, resolutions, orders, and other written items of business introduced for consideration in the absence of the City Attorney;
3. Municipal Order Section I subsection D-Parliamentarian to change it from City Attorney to City Clerk;
4. Municipal Order Section V subsection B strike out the wording "during open forum" and add subsection C-Public Comments for Agenda items- to say "Members of the public may comment on each agenda item once for up to two minutes. Public cannot yield their time to other members". Change the subsection to match up after having added one.
5. Municipal Order Section V Subsection A (4)- Add "Public cannot yield their time other members."

Council Member Janet Edwards made a motion to move this back to regular council. Council Member Isaiah Spencer seconded the motion. There was no discussion. A voice vote was taken with all in favor; the motion carried.

**Code of Ethics Ordinance No. 2020-14 An Ordinance Amending Ordinance 1994-24 Establishing a code of ethical conduct applicable to the officers and employees of the city and city agencies:**

Council Member Janet Edwards requested this be placed on the agenda. Council Member Janet Edwards stated that on page 9 section 10- Use of City Property Equipment and Personnel- she would like to add the city seal. Discussion of copyrights/trademark for the city seal was mentioned. Council Member Jean Leavell stated there is an ordinance that states the city seal is city property and not to be used illegally. More discussion was held. Council decided to pursue the copyrights/trademark avenue and asked that City Clerk Lorelynn Fisher and/or City Attorney Mark Gilbert look into it. Council then proceeded to discuss adding a section for executive session remaining confidential into the ordinance. After consideration, Council Member Richard Baker made a motion to add a section for executive session. Council Member John Campbell seconded the motion. There was no discussion. A voice vote was taken with all in favor; the motion carried. Council Member Janet Edwards stated she would like to see a section added in the ordinance for social media protocols. City Attorney Mark Gilbert stated he was previously given language relating to social media from Kentucky League of Cities and would bring forth to council to review. Council Member Janet Edwards believes a city official should not be post information on social media unless its proven to be true. More discussion was held regarding ethics training. Committee asked City Clerk Lorelynn Fisher to look into scheduling another training. Council Member Janet Edwards made a motion to move this to regular council. Council Member Edward Cook seconded the motion. There was no discussion. A voice vote was taken with all in favor; the motion carried.

**Ordinance No. 2021-03 An ordinance of the City of Oak Grove Adopting the 2015 Edition of the International Property Maintenance Code, and regulating the condition and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use, and the condemnation of unfit structures:**

Council Member Janet Edwards requested this be placed on the agenda. She stated there is a business owner who brought to her attention some potential inconsistencies. However, the business owner was not in attendance. Discussion was held among the committee. Council Member Janet Edwards made a motion to table this indefinitely until clarification is given. Council Member Richard Baker seconded the motion. There was no discussion. Roll call vote was as follows: Council Member Richard Baker-yes; Council Member Isaiah Spencer-yes; Council Member Edward Cook-yes; Council Member John Campbell-yes; Council Member Janet Edwards-yes; and Council Member Jean Leavell-yes. Motion carried with all in favor.

**ADJOURNMENT**

Council Member Isaiah Spencer made a motion to adjourn the meeting. Council Member Edward Cook seconded the motion. A voice vote was taken with all in favor; the motion carried. The meeting was adjourned at approximately 7:30pm.

**APPROVED:**

\_\_\_\_\_  
Jean Leavell, Chairman/Council Member

\_\_\_\_\_  
DATE

**ATTEST:**

\_\_\_\_\_  
Lorelynn Fisher, City Clerk

\_\_\_\_\_  
DATE