



**Thursday, March 2, 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, March 2, 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, Finance Director Bobbie Crawford, and City Clerk Lorelynn Fisher. There were approximately 4 individuals present.

**CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Chairman/Council Member Jean Leavell

**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 Richard Baker made a motion to approve the January 5, 2023, 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**

**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/Ordinance 2023-XX (Draft) A summary of an ordinance by the City of Oak Grove, Kentucky amending Ordinance 2020-14 establishing an ethical code of conduct for city officer and employees:** Council discussed social media, frivolous complaints, executive session, enforcement, and financial statement procedures. Council asked City Attorney Mark Gilbert to research procedures and incorporate language for topics above in the new draft ordinance and discuss at the next Committee of the Whole Meeting in April.

**Occupational Tax Ordinance No. 2008-05 An Ordinance amending Ordinance No. 2008-02 The imposition and administration of occupational license requirement, and payment of an occupational license tax by persons and business entities conducting businesses, occupations and professions within the City of Oak Grove, Kentucky, and repealing Ordinance Nos. 1981-03, 1984-06, 1990-03, 1998-01, 2004-01, 2004-11, and 2005-06 Occupational Tax Ordinance No. 2023-XX(Draft) An ordinance amending Ordinance 2008-05 regarding violations, penalties, taxes:** Finance Director Bobbie Crawford stated that the current ordinance 2008-05 does not have any enforcement procedures. Crawford stated that the current ordinance also does not address procedures for internet businesses, it only addresses brick and mortar businesses. City Attorney Mark Gilbert wrote up draft that includes enforcement language. More discussion was held. Council Member Isaiah Spencer made a motion to send the draft to council. Council Member Edward Cook seconded the motion. There was no discussion. Roll call vote was as follows: Council Member Janet Edwards-yes, Council Member John Campbell-yes, Council Member Edward

Cook-yes, Council Member Isaiah Spencer-yes, Council Member Richard Baker-yes, and Chairman/Council Member Jean Leavell-yes; the motion carried.

**Council Priorities 5 items for this year:** Chairman/Council Member Jean Leavell stated that she spoke with some council members from different areas while in Bowling Green for training and they came up with a suggestion that requires each council member to make a list of priorities they believe are important for the city. She would like to have each member's list presented at the next council meeting. All council agreed. Council Member Janet Edwards believed it would be beneficial to use the "SMART" process which stands for Specific, Measurable, Achievable, Relevant, and Time Bound.

**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 and 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:** Chairman/Council Member Jean Leavell allowed Joseph Belew to inform council of potential issues he has found among these ordinances. Some of the issues are as follows:

1. Section 2 112.4 fines of Ordinance 2021-03-Mr. Belew stated that individuals are receiving \$200.00 fines for grass not being cut. He believes this is "ludicrous".
2. Section 302.4 grass height to be no more than 12 inches. Mr. Belew stated he took a measurement of his wild onions, and it was 12 inches which he could potentially be fined for.
3. Belew referenced Section 111 regarding the means of appeal in the International Property Maintenance Code. Belew stated that in the 2021-03 Ordinance under Section 3 it reads "Section 111 regarding the means of appeal of decisions of the code official is deleted in its entirety and the following substituted in lieu thereof". Belew stated the IPMC was written by Code Officials and was inquiring why council adopted only parts of IPMC. He believes council should review this again.
4. Belew stated that council added a complete section to Section 4 of Ordinance 2021-03 that is not in the IPMC.
5. Belew stated that the majority of Ordinance 2021-13 is in conflict with the IPMC.
6. Belew stated the in Ordinance 2021-13 it references the title of the Code and Nuisance Board different ways. He believes it should be consistent. It is also inconsistent in section 6 of Ordinance 2021-13
7. Belew stated that in Ordinance 2021-13 "Immediate Danger" it gives the Code Officer authority to make up a timeframe for a violation.
8. Belew stated that violators should have the option to have a hearing before the Code Board for warnings, not just citations.
9. Section 2 of Ordinance 2021-13-Members of the board – Belew stated that in the city's ordinance it states members must reside in the city and in the IPMC it states members must have experience and training.
10. Section 4(D) of Ordinance 2021-13 "The Mayor may appoint two alternative members" and the IPMC states "Shall appoint".
11. How to give out citations-Belew believes any and all citations should have the same process for notification. Council and the City Attorney stated that the language in the 2021-13 ordinance was KRS. City Attorney Mark Gilbert stated that council can pass an ordinance for registration of landlords that may help with the notification process.

Bill Belew stated that the Police Department is an asset to the City of Oak Grove and does not believe that a council member has to represent the city when they speak. Belew believes the city should work on its public relations.

Mayor Jacqueline Oliver informed attendees and viewers that the current Code Enforcement Officer, Josh, has been giving out courtesy letters/calls. The water department is collecting email addresses to help Code Enforcement with being able to contact people/businesses.

City Attorney stated there is state law when it comes to Code Enforcement but there is no state law for the IPMC. More discussion was held among council members.

**Solar Farms Ordinances-Hopkinsville and Christian County:** Council would like to adopt Hopkinsville's Ordinance to fit Oak Grove. Council Member Janet Edwards made a motion to move the ordinance to regular council. Council Member Isaiah Spencer seconded the motion; a voice vote was taken with all in favor; the motion carried.

**Municipal Building:** Council discussed the option of constructing a building that can allow additions to it in the future for future needs of the city. More discussion was held. Council asked Mayor Oliver to reach out to Brad Martin to get an updated status and inform council at the next regular council meeting.

**Water Meters:** City Attorney Mark Gilbert stated that he is working on a Sole Source Letter for this grant that will provide the city with money for commercial meters.

**City Clean Up:** Council Member Richard Baker stated the city will conduct a Spring Cleanup Day on March 24<sup>th</sup> and 25<sup>th</sup>. There will be three dumpsters- the locations will be Wades Way Park, Old USA Video Store, and Pioneer Drive off 41A. No tires, no hazardous materials, no furniture, and no liquids such as paint, freon, petroleum, ect. Council Member Jean Leavell made a recommendation that the scouts help pick up trash. Police Chief Dennis Cunningham made a recommendation that that inmates at the county jail could help man the dumpsters.

**ADJOURNMENT**

Council Member Janet Edwards made a motion to adjourn the meeting. Council Member Isaiah Spencer seconded the motion. A voice vote was taken with all in favor; the motion carried. The meeting was adjourned at approximately 7:54pm.

**APPROVED:**

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

\_\_\_\_\_  
DATE

**ATTEST:**

\_\_\_\_\_  
/s/  
Lorelynn Fisher, City Clerk

\_\_\_\_\_  
DATE

**\*\*Minutes were approved at the Special Committee of the Whole Meeting on April 6, 2023. Original signed document is available at City Hall\*\***