



MINUTES

City of Oak Grove Special Steering Committee Meeting
Wednesday, June 4, 2025, at 9:30 a.m.
Oak Grove City Hall – Council Chambers
8505 Pembroke Oak Grove Rd.
Oak Grove, Kentucky 42262

The Oak Grove Steering Committee met in special session on Wednesday, June 4, 2025.

Call To Order

Deputy City Clerk Lisa L Beckman called the meeting to order at 9:37 a.m.
(Chairperson Melissa Lynch was not in attendance at the time).

Motion

Since chairperson, Melissa Lynch, and the vice chairperson, Roger Joiner were both absent at the start of the meeting, Committee member Janet Edwards made a motion to appoint committee member Breanna Cash as the temporary chairperson for this meeting. The motion was seconded by committee member Traci Cunningham. No further discussion was held. Voice vote was conducted with all members present in favor, allowing the motion to pass.

Motion

Chairperson Melissa Lynch joined the meeting shortly thereafter, so committee member Janet Edwards made a motion to revert to chairperson Melissa Lynch to chair the meeting. It was seconded by committee member Jean Leavell. Voice vote was conducted with all members present in favor, allowing the motion to pass.

Roll Call

Chairperson Melissa Lynch, committee member Janet Edwards, committee member Jean Leavell, committee member Traci Cunningham, and committee member Breanna Cash were present. Committee member Roger Joiner was absent. Steering committee Secretary Lisa L Beckman was in attendance. One citizen was present.

Approval of Special Steering Committee Minutes- April 24, 2025

Motion

Committee member Breanna Cash made a motion to approve the April 24, 2025, Special Steering Committee meeting minutes. The motion was seconded by committee member Janet Edwards. Voice vote was conducted with all members present in favor, allowing the motion to pass.

Unfinished Business

n/a

New Business

Stencils

- Stencils (stars & butterflies) will be available to residents for loan at the Community Center (twenty-four (24-hour loan), to stencil their property, using their own paint. The residents will leave their name, address, and phone number at the Community Center.
- Chairperson Melissa Lynch stated that the size of the stencils should be approximately 18"x24".
- Stencil Quote-(Business owner Leah Wright) \$60.00-\$100.00 per stencil.
- Budget discussed by committee \$300.00 for stencils (star & butterfly)
- Options for getting the actual stencils were discussed in detail, it was decided to purchase Styrofoam to use for the cut-out stencils, traced from the 2 stencils (star & a butterfly), purchased on-line.

Motion

Chairperson Melissa Lynch made a motion to purchase a star & butterfly stencil on-line, with the intention of sending it back if deemed not usable for this project by the committee. It was seconded by committee member Janet Edwards. Voice vote was conducted with all members present in favor, allowing the motion to pass..

Chief Dennis Cunningham Retirement

- Venue-Upper floor of Valor Hall. October 17, 2025, 5:30pm-8:30pm, 100-person capacity.
- Type of party- a revolving door party, finger foods from Kroger, committee to make the vegetable/cheese trays, cash bar included- Valor Hall pays bartender.
- Contact Victor Lynch to schedule a "Final Call" – exact date and time needed for pictures/videos.
- Retirement gift/funding – Chairperson to speak with Mayor Oliver.
- Walmart to possibly donate a "photo book", pictures collected for slideshow.
- Budget reviewed by committee - \$2,000.00.

911 Memorial

- Flags placed on hill at Community Center, Public Affairs (Ft. Campbell) to verify flag count accuracy (fallen soldiers since 2001), and verify flag replacements.
- Budget reviewed by committee \$200.00.

Banners-41A

- The counting of Pennyrite Poles and Brackets on 41A.
- Set-up fee to be included in Budget.
- Pennyrite Electric to approve and set date & time for the banner placements.
- Contact the Military Affairs Committee (Ft. Campbell-Unit & Brigade Flag placement at each military gate.
- Gather pricing for banners, businesses to sponsor banner.
- Citizen request of committee – more holidays celebrated city-wide, awards to citizens.
- Chamber of Commerce for the city – discussion to be held later.

Adjournment

Motion

Chairperson Melissa Lynch made a motion to adjourn. Committee member Janet Edwards seconded the motion. Voice vote was conducted with all members present in favor, allowing the motion to pass. The meeting adjourned at 10:27 a.m.

Approved by:

Melissa Lynch
Chairperson, Steering Committee

Date

Attest:

Lorelynn Fisher, City Clerk

Date