

ORIGINAL



**FALMOUTH CITY COUNCIL MEETING**  
Minutes Regular Meeting November 21, 2024

After pledge and invocation, Mayor Price called the Meeting to order.

Amy Hurst	Present	Joyce Carson	Present
Sabrina Hazen	Present	Amanda Moore	Present
Anthony Cox	Present	Brian Reid	Present

Present: Attorney Brandon Voelker

After the pledge of allegiance and invocation, Mayor Price called the meeting to order.

**APPROVAL OF MINUTES**

Minutes for approval: October 17, 2024 Regular Meeting and Caucus Meeting November 7, 2024

**MOTION**: Amy Hurst made a motion, seconded by Joyce Carson to approve the minutes as submitted. All aye; motion carried. 6-0-0

**ORDINANCES/RESOLUTIONS/MUNICIPAL ORDERS**

**Ordinance 2024:10** Attorney Brandon Voelker gave a first reading to ordinance amending text in the Falmouth Zoning Ordinance to negate medical cannabis dispensaries.

**Municipal Order: 11.21.24:1** A municipal order adopting a change to the vacation section of the City of Falmouth Personnel Policy to reflect new hires receiving two weeks vacation instead of one upon being hired.

**MOTION**: Sabrin Hazen made a motion to approve Municipal Order 11.21.24:1, seconded by Joyce Carson, all aye. Motion carried 6-0-0

**OLD BUSINESS**

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The Wilson Lane Sewer project-Lonkard Construction had completed almost half the work needed on Wilson Lane and would continue as long as weather conditions remained.

Precision Concrete had completed Phase I of the sidewalk project. Mayor had authorized them to proceed with Phase II as long as the weather permitted. After this phase, there may be a need to wait until Spring to continue or finish.

Mayor Price had requested a bid sheet from Engineers to replace the 14 inoperable hydrants.

## **NEW BUSINESS**

Mayor reminded Council that Search & Rescue had presented a request to them for funding but as of yet we had not expended any funds. He wanted them to decide if they still wished to give a donation and if so, how much. He had also presented a letter of request for a donation to the Pendleton Co/Falmouth Airport Board.

**MOTION:** Sabrina Hazen made a motion, seconded by Amy Hurst to give \$7000 to Search and Rescue; All aye Motion carried 6-0-0

**MOTION:** Sabrin Hazen made a motion, seconded by Amy Hurst to give \$2500 to Pendleton Co/Falmouth Airport Board. All aye, Motion Carried 6-0-0

## **OTHER/COUNCIL COMMENTS**

Mayor Price reported he had not received the purchase agreement with NKYCAC, but knew it was being worked on by the respective attorneys.

He had submitted a proposal from the Pendleton Co Fiscal Court for the fire department assets and taking over the Falmouth Fire House. After several comments from Councilmembers, the consensus was there is not enough detail to make a sound decision as was being asked. All agreed they wanted more information as to the impact of Falmouth residents, and unanimously they did not want to give up control of Falmouth Fire Department.

## **ANNOUNCEMENTS:**


A brief review of the listed announcements was made.

## **ADJOURNMENT**

**MOTION:** Amanda Moore made a motion to adjourn; seconded by Anthony Cox. All aye; Motion carried 6-0-0.

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Ramona Williams  
Attest: City Clerk

  
\_\_\_\_\_  
Luke Price

**MUNICIPAL ORDER**

**CITY OF FALMOUTH, PENDLETON COUNTY, KENTUCKY  
NO. 11.21.24:1**

**AN MUNICIPAL ORDER APPROVING THE CHANGES  
TO THE PERSONNEL POLICY REGARDING EARNED  
VACATION TIME**

**WHEREAS**, the personnel policy adopted August 18, 2020 addressed vacation earned and time line for using and accrual,

**WHEREAS**, it was deemed necessary to change time allowing for what is standard in current employment;

**IT IS THEREFORE AGREED TO ADOPT BY MUNICIPAL ORDER THE ATTACHED CHANGES TO THE PERSONNEL POLICY; EFFECTIVE UPON PASSAGE, WILL BE MADE PART OF THE PERSONNEL POLICY, AND DISTRIBUTED AS SUCH;**

**ORDERED BY THE FALMOUTH CITY COUNCIL, COUNTY OF PENDLETON, COMMONWEALTH OF KENTUCKY, THAT:**

**CITY OF FALMOUTH**

BY: \_\_\_\_\_

Luke Price  
Mayor

Council Vote:

6 Aye 0 Opposed

**ATTEST:**

Ramona Williams  
Ramona Williams, City Clerk

CITY OF FALMOUTH  
MUNICIPAL ORDER NO: 7.18.24:1

A MUNICIPAL ORDER APPROVING THE CITY OF FALMOUTH PAY  
SCALE AND ADOPTING AS PART OF CITY PERSONNEL POLICY.

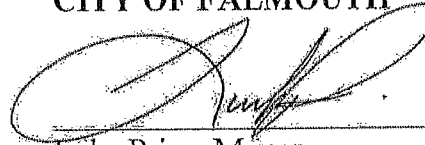
Whereas, Falmouth wishes to establish a standard pay scale to be adopted and made part of the City of Falmouth Personnel Policy.

BE IT ORDERED BY THE CITY OF FALMOUTH:

That the attached pay scale become standard for the employment with the City of Falmouth.

So, ordered this 18 day of July, 2024.

CITY OF FALMOUTH



\_\_\_\_\_  
Luke Price, Mayor

Council Vote:

5 Aye 0 Opposed

ATTEST:

Ramona Williams  
Ramona Williams, City Clerk

Section 4 -- Vacation Leave

- (A) General -- Vacations are for the purpose of rejuvenating both physical and mental faculties, and all workers are urged to avail themselves of vacation periods. Vacation time off must be approved in advance by the immediate supervisor and may be used within the current-fiscal year (July January 1 -- June 30-December 31)

Unused earned vacation will be paid upon termination.

- (B) Eligibility -- All exempt and full-time workers and permanent part-time workers in the city's service are entitled to earn and accrue annual (vacation) leave. Part-time workers will receive a pro rata vacation leave of one (1) week or (40) forty hours or average weekly hours, with no accrual. Provisional workers are not eligible for annual leave.

- (C) Rate of Leave Accrual -- Full-time workers in the city's service accrue annual leave at the following rate: See Policy dated November 2024

~~Employees hired in the 1<sup>st</sup> half of the fiscal year receive 40 hours that fiscal year after six months of service. Those hired in the 2<sup>nd</sup> half of the fiscal year accrue no vacation that fiscal year~~

~~On & after 6 Months and up to 12 Months: 40 hours~~

~~On & after 1st Anniversary and up to the 2nd Anniversary: 40 hours~~

~~On & after 3rd Anniversary and up to the 7th Anniversary: 80 hours~~

~~On & after 8th Anniversary and up to the 14th Anniversary: 120 hours~~

~~On & after 15th Anniversary and up to the 20th Anniversary: 160 hours~~

~~On & after 21st Anniversary: 200 hours~~

All accrued vacation must be paid at termination.

Workers can carry over up to forty (40) hours, one (1) week of the accrual of vacation time earned in one year to the next year with mayor or department head approval. Only the amount accrued in one year can be carried to the next. ~~Workers can carry up to one (1) week over and can surrender up to forty (40) hours for payment.~~ Any time accumulated beyond the maximum of ~~eighty~~ forty (80 40) hours will be forfeited.

- (D) Requests for Leave -- A request for vacation leave is submitted to the immediate supervisor, who must forward the request to the Department Head. Leave may be taken only with approval by the Mayor, so that, insofar as practicable, the city can function without hiring provisional help. Under usual circumstances, approval must be granted prior to taking annual leave.
- (E) Record -- The annual leave record for each worker shall be kept by the City Clerk and is considered official. The City Clerk will inform workers of annual leave hours accrued.

Section 5 -- Sick Leave

- (A) General-- Sick leave will be allowed to all exempt and full-time workers: (1) in the case of actual sickness or disability of the worker.

A worker must report all instances of illness requiring absence from work, prior to his/her scheduled work time, or as promptly as possible thereafter.

- (B) Eligibility -- Those exempt and full-time workers are entitled to earn sick leave.