

City of Falmouth
Special Council Meeting Minutes
May 2, 2018
6:30 PM

Falmouth City Council met in Special Session at 6:30 pm on May 2, 2018. Mayor Ron Stinson presiding. The following Council Members were present: Amy Hurst, Alex Carson, Philis Wait, Sebastian Ernst and Amy Hitch. Absent: April DeFalco.

With a quorum present the meeting was called to order.

AGENDA

Discussion with Bill Mitchell. Possible approval of Resolution for Sewer/Water Project using Procurement Process.

Economic Development Director Bill Mitchell was present to explain the procurement process and the different aspects of the planning process for the Infrastructure Improvements for the sewer and water system of the city.

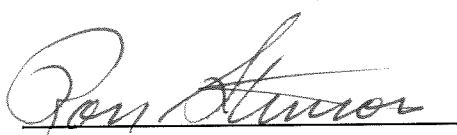
- Motion to approve Resolution #1-2018 to proceed with procurement for an Engineering Service Company by Council Member Hitch, second by Council Member Wait. All Aye.

Mitchell also requested the city sign an updated copy of the Procurement Standards 2018; no objections were received on this request. The council then discussed the process for the interviews. Due to the questions and wanting all council involved in the decision making process with the previous procurement Mitchell suggested all council members should be on this committee. Council all agreed with his request. The Special Meetings will be scheduled when the applications are reviewed and ready.

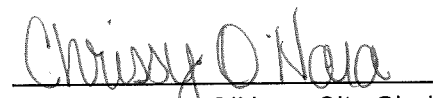
Resolution approving Mayor to enter into an agreement with the Kentucky Office of Homeland Security for grants for the Police Department.

- Motion to approve the Resolution #2-2018 for application and administration of Kentucky Office of Homeland Security Projects by Council Member Carson, second by Council Member Hurst. All Aye.

With no further business to come before the Council, a motion to adjourn was made by Council Member Hitch, second by Council Member Wait. Motion passed unanimously.



Ron Stinson, Mayor



Attest: Chrissy O'Hara, City Clerk

**CITY OF FALMOUTH
PENDLETON COUNTY, KENTUCKY
RESOLUTION NUMBER: #1**

A RESOLUTION BY THE CITY OF FALMOUTH RELATED TO THE PROCUREMENT OF ENGINEER SERVICES FOR THE CITY


WHEREAS; the city has need for the services of a qualified engineer, and

WHEREAS; the city has chosen to select an Engineering Service Company utilizing the Kentucky Model Procurement Code,

NOW THEREFORE BE IT RESOLVED, by the City of Falmouth Kentucky as follows:

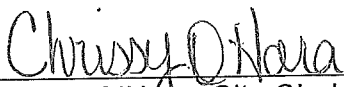
- That the city hereby adopts the Kentucky Model Procurement Code, as attached herein, as the principle procedure for the selection of a engineer,
- That the city solicits for engineer utilizing the *Request for Qualification (RFQ)* provision of the Kentucky Model Procurement Code,
- That staff be directed to prepare and RFQ statement for publication in the local newspaper of general circulation,
- That a RFQ selection committee be formed by the mayor to conduct the RFQ selection process,
- That the selection committee will recommend to the full city council for their consideration a candidate to be chosen as engineer for the city,
- That a record of this procurement process shall be maintained at the city building for public inspection.

Done at a regular meeting of the City of Falmouth held at 6:30 p.m. on May 2, 2018.



Ron Stinson, Mayor
City of Falmouth

ATTEST:



Chrissy O'Hara, City Clerk

**CITY OF FALMOUTH
PENDLETON COUNTY, KENTUCKY
RESOLUTION #2**

**RESOLUTION FOR APPLICATION FOR AND ADMINISTRATION OF
KENTUCKY OFFICE OF HOMELAND SECURITY PROJECT(S)**

A RESOLUTION OF THE CITY OF FALMOUTH, KENTUCKY AUTHORIZING THE MAYOR TO MAKE APPLICATION FOR AND, UPON APPROVAL, TO ENTER INTO AN AGREEMENT WITH THE KENTUCKY OFFICE OF HOMELAND SECURITY (KOHS), TO EXECUTE ANY DOCUMENTS WHICH ARE DEEMED NECESSARY BY KOHS TO FACILITATE AND ADMINISTER THE PROJECT AND TO ACT AS THE AUTHORIZED CORRESPONDENT FOR THIS PROJECT. THIS RESOLUTION ALSO ESTABLISHES PROCUREMENT POLICY FOR ANY KOHS APPROVED PROJECT FOR THE FY-2018 APPLICATION CYCLE.

WHEREAS, the City of Falmouth, Kentucky desires to make an application for United States Department of Homeland Security and/or Commonwealth of Kentucky funds for a project to be administered by Kentucky Office of Homeland Security:

WHEREAS, it is recognized that an application for and approval of Kentucky Office of Homeland Security funds impose certain obligations and responsibilities upon the city:

NOW, THEREFORE, be it resolved this 2nd day of May, 2018, by the City of Falmouth, Kentucky.

The Mayor is hereby authorized to execute and furnish all required documentation, including a memorandum of agreement, as may be required by KOHS for the furtherance of the above-referenced project and to act as the authorized correspondent for said project.

For the purpose of any KOHS funded projects using FY-2018 funds the city will use the provisions of KRS 45A for the purchase of equipment and/or services. For any equipment and/or services under \$20,000, three (3) quotes will be obtained. For any equipment and/or services that exceeds \$20,000 the provisions of KRS 45A will apply.

Done this 2nd day of May, 2018 on a Motion made by Alex Carson.

And seconded by Amy Hurst.

Members Present voting in Favor: 5

Members Present voting against: 0

Members absent: _____
BY: Ron Stinson
Mayor, Ron Stinson

ATTEST: Chrissy O'Hara
Clerk, Chrissy O'Hara