

**CITY COUNCIL MEETING
EMINENCE CITY MUNICIPAL BUILDING**

**FEBRUARY 9, 2026
EMINENCE, KENTUCKY**

The City Council of the City of Eminence, Kentucky met in regular session on Monday, February 9, 2026, at 6:00 p.m. with Mayor Fred Downey and the following members present: Lee Ann Armstrong, Bobbi Jo Frazier, Karen Paris, Phillip Smith, Justin Wayman, and Connie Nation. Also, in attendance were City Attorney Chelsey Brammell, City Clerk Robin Mullins, Police Chief Scott Wilcoxson, Public Works Director Troy Popp, Utility Clerk Donna Rangel, Henry County Local Representative Joe Durbin, Magistrate Carl Tingle, Residents DeAnne Downey, Jonathan Bates, and Missy Ayer

Mayor Downey called the regular meeting to order at 6:00 p.m.

Pledge of allegiance held.

OLD BUSINESS

Subject: Minutes – The minutes of the regular meeting held on January 12, 2026, were reviewed. Mayor Downey asked for any additions or corrections to the minutes. Motion made by Member Nation and seconded by Member Frazier to approve the minutes as presented. On a call for votes, all members present voted “Yea”.

REPORTS:

Subject: Police Department Report (Copy Attached Hereto) – Police Chief Wilcoxson presented the monthly activity report to council.

Police Chief Wilcoxson reported that ten (10) body cameras were purchased with opioid funds.

Member Wayman asked if body cameras were worn 24/7. Police Chief Wilcoxson stated that they are turned on when the officers have interaction.

Member Smith asked if the body cameras have warranties. Police Chief Wilcoxson replied no.

Subject: Public Works Report (Copy Attached Hereto) – Public Works Director Popp presented the monthly activity report.

Member Paris congratulated the Public Works Department on the job they did clearing the roads during the snowy weather the last couple of weeks. It has been a complete turnaround since last year.

Public Works Director Popp stated they have better equipment and are more efficient.

Subject: Rounding Utility Bills due to penny being eliminated - Utility Clerk Rangel presented the council with the option given by United Systems Software to round up the water/sewer bills to the nearest dollar due to the penny no longer being produced. This is the only option given.

The consensus of the council was to round up to the nickel. Clerk Mullins stated she could ask the United Systems if they could write a program to round up to the nickel.

After discussion, no decision was made.

Subject: Credit Utility Bills due to the cold weather - Mayor Downey presented the council with the option to credit water/sewer customers \$10 - \$20, due to increases in water and sewer bills during the cold weather.

Public Works Director Popp stated if we do it this time, they will expect it every year.

After discussion, no action was taken.

Subject: Administrative Report (Copy Attached Hereto) – City Clerk Mullins presented the monthly administrative report.

Clerk Mullins reported that KU is developing a new application that will allow customers to report streetlights and get them back on quickly.

Clerk Mullins presented January 2026 Check Disbursements.

Clerk Mullins presented the 2nd Quarter Budget Review.

Subject: Fire Report (Copy Attached Hereto) – Mayor Downey presented the monthly activity report.

NEW BUSINESS:

Subject: First Reading of Goals and Objectives for County’s Comprehensive Plan Update – Attorney Brammell gave an overview of the goals and objectives for the comprehensive plan. Motion made by Member Smith and seconded by Nation to wave the formal 1st reading of the ordinance, Attorney Brammell will read a summarized version next month. On a call for votes, all members present voted, “Yea”.

Subject: Certified City of Ethics Resolution – Clerk Mullins reported this would allow KLC to redo the Ethics Ordinance with a committee, and also train the city council, ethic committee, and employees. The committee would be comprised of one employee, City Clerk, Robin Mullins, One Council member, Karen Paris, and one Ethics Committee Member, Valerie Thomas, Carroll Hancock, or Steve Metcalfe.

Motion made by Member Paris and seconded by Member Smith to approve the Certified City Ethics Resolution. On a call for votes, all members present voted, "Yea".

Subject: Mayor/Council Annual Payroll Increase 2.7% - Mayor Downey presented the annual payroll increase of 2.7% received by Department of Local Government.

Subject: City of Campbellsburg/Carrollton Rental Ordinance – Mayor Downey asked if the council wanted to form a committee to go over the ordinances or do it in a meeting. Consensus of the council was to go over the ordinance next council meeting.

Mayor's Update - Mayor Downey reported N Penn, Dogwood Ln, Blackaby, and Bell Ave will all be paved by the CPPP grant if funds are available. He asked Council to give him four or five roads that are not on the grant list they would like to be paved by the next council meeting.

Mayor Downey reported the Public Works Building/Old EMS Building will be put out for sealed bid.

Mayor Downey reported CVS stated they don't think they own the entrance coming into CVS/McDonalds. So, they are not responsible for the road.

Attorney Brammell stated the State of Emergency that was put in place on January 24, 2026, due to Winter Storm Fern needs to be lifted. Motion made by Member Paris and seconded by Member Bobbi Jo to lift the State of Emergency that was put in place on January 24th for Winter Storm Fern. On a call for votes, all members present voted, "Yea".

Council – New Business: Member Paris reported we need to brighten up the parking lots at city hall and across from the community room.

Also, Member Paris reported both parking lots need to be sealed and striped.

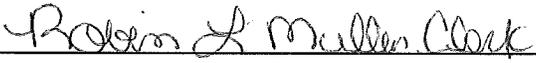
Member Smith reported he had received some concerns about Warrior Ave and Merriweather Ave needing some repairs.

Member Armstrong reported there will be a meet and greet in the community room on April 23rd for primary candidates.

Closed Session: None.

With no further business to be discussed, the motion made was by Member Frazier and seconded by Member Nation to adjourn. All members present voted "Yea". The meeting was adjourned at 7:36 p.m.


FRED DOWNEY, MAYOR
CITY OF EMINENCE, KENTUCKY

ATTEST: 
ROBIN MULLINS, CITY CLERK
CITY OF EMINENCE, KENTUCKY

ROBIN MULLINS
CITY CLERK/TREASURER

MATT McCALLISTER
PUBLIC WORKS DIRECTOR



SCOTT WILCOXSON
POLICE CHIEF

STEVIE LUCAS
FIRE CHIEF

Fred Downey
MAYOR

February 3rd, 2025

Honorable Fred Downey
5115 South Main Street
P.O. Box 163
Eminence, KY 40019

Dear Mayor Downey:

Please see the following for police department activity in January 2024:

General Activity:

Complaints	Written Warnings	Traffic Stops	Criminal Cases
109	12	19	4
Domestic Violence Reports	Traffic Collisions	Incident Reports	TOTALS
7	3	7	468

City Ordinances:

Business Checks:

Number of Individuals Arrested:

EXPLANATION: These figures represent the number of individuals arrested and the number of charges attributed to these individuals.

Individuals Arrested	Total Citations
13	13

Comments

All radars were recertified by South East Radar Certification and Training on January 6 and will be recertified every year.

10 new body cameras were purchased due to our current body cameras being 5 years old and beginning to malfunction. Warranty has run out and it is costly to constantly send out for repair.

All officers participated in the annual TI training put on by the Shelbyville Police Department. TI training is deescalation and firearms simulation training replicating real life scenarios. Simulators provide unmatched realism fully immersing the police officer in many different real-life scenarios from school shootings, domestics, to robbery in progress scenarios.

We are currently looking at purchasing new portable radios. We are looking at three grants to see which one would be best suited. LEPP, KOHS and SCIP

Fuel Report

24/25 MONTH OF YEAR	GAS		MAINTENANCE		TOTAL COST PER MONTH	MILES DRIVEN PER MONTH
			TOTAL	TOTAL		
	GAL.	COST	PARTS	LABOR		
JULY	738.9	\$2104.15			\$2,104.15	3943
AUGUST	637.5	\$1,825.18			\$1,825.18	5785
SEPTEMBER	674.0	\$1,942.14			\$1,942.14	6405
OCTOBER	653.0	\$1,764.69			\$1,764.69	7100
NOVEMBER	693.1	\$1,841.61			\$1,841.61	6909
DECEMBER	626.7	\$1,611.55			\$1,611.55	6816
JANUARY	631.8	\$1754.53			\$1754.53	6019
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
TOTALS	4655	\$12843.85	\$0.00	\$0.00	\$12843.85	42997

KY-OPS Agency Activity



Red – Call Response Green – Collisions Orange – Courtesy Notices
Blue - Citations White - NIBRS Yellow – JC3

Eminence Police Department
Police Activity Report

Sincerely,
Scott Wilcoxson
Chief of Police

Cc: Council Member: Lee Ann Armstrong
 Council Member: Justin Wayman
 Council Member: Bobbi Jo Frazier

Council Member: Connie Nation
Council Member: Karen Paris
Council Member: Phillip Smith

Public Works Activity Report January 2026

City Department:

- Routine - We picked up & emptied trash and performed typical upkeep & maintenance of City property, Mowing and Bushhogging season.
- Public Works have been busy with clearing roads and pre salting roads for snow/ice the week of 1/19/26.
- A Tri Axle load of road salt was ordered 1/28/26 to replenish the salt used.
- Mayor Downey received a call from Bobby Jo Lewis at the State Department concerning the 5 roads we applied for grants to repave/repair, Dogwood Ln/N Penn Ave, Blackaby Ln, & Bell Ave where all scored at 10 being the worst, and Crabb Ave scored a 9 & Eminence Terrace were scored as 8. We hope to see some funds to repave the worse roads this summer.
- New one-way signs are being posted at the intersection of N Penn St (One Way St.) coming from People's Bank and E Broadway St/N. Penn Ave.

Water Department:

- Routine-We performed required samples, utility locates, read meters, and maintained the water distribution system.
- A 6" Main Line leak was repaired on E. Broadway between Glenn Chevrolet and Community Center parking lot on 1-26-26.
- Water loss for the year 2025 was at 2%, We Purchased 80 million gallons of water from Henry Co. and sold 78 million gallons to residence/commercial.

December 2025-5,996,868 gallons/purchased

January 2026- 6,024,396 gallons/purchased

Wastewater Department:

- Routine-We performed required samples; utility locates and maintained the wastewater collection system and treatment plant.
- Troy has been preparing the KPDS Pretreatment Annual Report for EPA reporting.
- Sewer lines were replaced by Brady and Wurtsmith for the city Near Fairview Ct.
- Strand came to meet with Public Works for the 30% of the design of our Wastewater treatment plant expansion the 60 % follow up will be around February 2026 and 90% will be at the end of March or April 2026 and hopefully starting this summer 2026.
- Public Works is purchasing an attachment for the Jetter Trailer to be able to work on smaller Sewer service lines for clogs and sewer line issues.

Coach D Park Updates:

- Jr has still been picking up trash on the walking trail, removing vegetation, and limbs, and at Coach D Park picking up trash.
- Port a Pots have been put at the park until Spring 2026.

Office of City Clerk

ADMINISTRATIVE OFFICE REPORT – February 3, 2026

The following information details some of the extra projects being worked on by the administrative office staff and provides miscellaneous information. It also details some of the quarterly and additional items beyond the normal day-to-day billing, bookkeeping, accounts payable, accounts receivable, payroll, etc.

Water & Sewer Services:

Processed Seven New or Temporary Services and Four Final Bills and/or Changes.

Processed Several Leak Adjustments & Oversaw Misc. Complaints and Questions

City General:

Processed Insurance Premium Tax/License Fee Receipts for January - \$78,457.44.

Processed Occupational Tax Receipts for January – \$78,271.72.

Processed Business & Misc. Licenses for January – \$6,400.00.

Processed Alcohol Licenses for January - \$1,652.09.

Processed Net Profits Returns & Extensions for January – \$5,715.00.

Processed Property Taxes/Franchise Fees from January 1st through January 31st in the amount of \$28,306.99. Collected 95% of 2025 Property Tax Bills.

Received \$3,468.91 for local collection of vehicle taxes from Henry County.

Received \$1,414.04 for local collection of vehicle taxes from Commonwealth of Kentucky.

Received \$10,113.20 Transfer for December Trash Collection.

Received \$1,868.12 for Law Enforcement Fees.

Received \$9,836.75 for Peoples Bank Tax Deposit.

Eminence Fire and Rescue Department

January 2026

Fire Runs- 3
City- 2 Rural- 1

Alarm Runs- 0
City- 0 Rural- 0

EMS Assist Runs- 3
City- 2 Rural- 1

Accident Runs- 2
City- 0 Rural- 2

Other Runs- 2 (CO2 Alarm, Wires Down)
City- 1 Rural- 1

Total Manpower Hours- 276 Hours/0 Minutes
Day Hours- 40 Hours/0 Minutes Night Hours- 236 Hours/0 Minutes
Total Runs- 10 Total Run Hours- 80 Hours/0 Minutes
Training Hours- 196 Hours/0 Minutes
Special Detail Hours- 0 Hours/0 Minutes

CC: Eminence Fire Board

Report By: Paige Lucas-Jamiel

February 4, 2026

