

**CITY COUNCIL MEETING**

**MARCH 9, 2026**

**EMINENCE CITY MUNICIPAL BUILDING**

**EMINENCE, KENTUCKY**

The City Council of the City of Eminence, Kentucky met in regular session on Monday, March 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, Fire Chief Steve Lucas, Public Works Director Troy Popp, Utility Clerk Donna Rangel, Henry County Local Representative Joe Durbin, Magistrate Carl Tingle, Magistrate Ed Frederick Residents see sign in sheet.

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

Pledge of allegiance held.

**Subject: LJ Café** – Josiah Armstrong and Kendyl Browning introduced themselves to the council and reported they were opening a café at 5320 South Main Street in honor Logan Jewel and a portion of the proceeds will go to Super Drews Crews which is a charity that supports pediatric cancer patients and their families. They plan to have the café opened by May 2026.

**Subject: Project Prom** – Project Prom Representative Michelle Venagas asked the city council if they would be able to support project prom via payment on the bill to BYB.

Motion made by Member Smith and seconded by Member Frazier to pay \$500.00 towards the BYB bill for project prom. On a call for votes, all members present voted, “Yea”.

**Subject: City of Eminence YouTube Channel** – Mayor Downey asked the council if they would be in favor of streaming our council meetings on YouTube. Mayor Downey stated we would have to get an electrician to wire up microphones, but it was definitely doable.

After discussion.

Motion made by Member Wayman and seconded by Member Paris stream council meetings on City YouTube Channel. On a call for vote, all members present voted “Yea”.

**Subject: Rental Property Inspection** – Matt Dunaway was present to introduce himself to the council and tell them how inspections are done on rental property. The goal is to get the houses cleaned up and make lifesaving changes. The cost of the inspection would be \$200 - \$250 per property.

Member Smith asked what type of liability falls onto the city by doing inspections. The liability falls to the inspector, because they have their own insurance.

The city would still need to discuss how they would handle violations and the time limit to fix the violations.

**Subject: Rental Ordinance Discussion** – Council decided to table this discussion until after they have a chance to look over neighboring cities rental property ordinances.

### **OLD BUSINESS**

**Subject: Minutes** – The minutes of the regular meeting held on February 9, 2026, were reviewed. Mayor Downey asked for any additions or corrections to the minutes. Motion made by Member Smith and seconded by Member Frazier to approve the minutes as presented. On a call for votes, all members present voted “Yea”.

**Subject: Second Reading of Goals and Objectives for County’s Comprehensive Plan Update** – Attorney Brammell read a summary of the goals and objectives for the comprehensive plan. Motion made by Member Armstrong and seconded by Paris to adopt the ordinance as read. 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 Officer Matthew Cravens had resigned and he is in the process of accepting and reviewing applications. Eight (8) applications have been received to date.

Member Frazier asked what number residents should call if they need to contact the police. Police Chief Wilcoxson responded they should call 911 or the non-emergency number of (502) 532-6363.

Mayor Downey asked Police Chief Wilcoxson to explain to the council what they have been dealing with these last couple of months. Police Chief Wilcoxson explained the homeless population has increased and there have been a lot of mental health cases. Not everyone is trained in CIT or Crisis Intervention Team and are not able to handle a call for someone with a mental illness but training is scheduled.

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

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

Clerk Mullins presented the February 2026 Check Disbursements

**Subject: Fire Report (Copy Attached Hereto)** – Fire Chief Lucas presented the monthly activity report.

**NEW BUSINESS:**

**Subject: Authorizing Resolution – KIA Fund B** – Clerk Mullins reported the city has received the rest of the funds to complete the Sewer Expansion Projection via a KIA Fund B loan at 1% interest. This resolution authorizes the city to complete the application.

Motion made by Member Paris and seconded by Nation to approve the authorizing resolution. On a call for votes, all members present voted, “Yea”.

**Subject: First Reading of an Ordinance Prohibiting Concealed Weapons in City Buildings** – Attorney Brammell held the First Reading of an Ordinance Prohibiting Concealed Weapons in City Buildings. First Reading, no action taken.

**Subject: First Reading of an Ordinance Amending the Beautification Grant Program** – Attorney Brammell held the First Reading of an Ordinance Amending the Beautification Grant Program adding grants will only be issued to any particular property once every seven (7) years. First Reading, no action taken.

**Subject: Review of Roads to be Paved** – Mayor Downey asked did anyone turn in their roads that would like to be paved to Donna. No roads were turned in at this time.

**Subject: Project Proposal for 2026/2027 Budget** – Mayor Downey gave council a list of projects to rank for the 2026/2027 budget. The projects would only get done if the money is available and he would only like to budget \$140,000.00 for the projects. The following projects were proposed and ranked:

	AMOUNT	RANKING
<b>City Hall</b>		
Roof Repair – Roof is leaking	\$50,000.00	1
Windows, Gutters, & Trim	\$100,000.00	7
<b>Parking Lots – Pave &amp; Stripe</b>		
Large lot Community Room	\$50,000.00	
Fire Department	\$20,000.00	4
Coach D Park Expand Lot	\$30,000.00	
<b>Concrete</b>		
Pumphouse & Splash Pad	\$50,000.00	6
<b>Mulch Replacement Coach D Park</b>	\$120,000.00	3
<b>Purchase Property for Amphitheater</b>	\$140,000.00 - \$150,000.00	8
<b>Community Center Drainage &amp; Gutters</b>	\$30,000.00	5

**Emergency Generator & Gas Line**

Community Room & Police Station

\$50,000.00

2

Mayor Downer reported that depending on how estimates come in we will try to budget for the City Hall Roof, Emergency Generator/Gas Line, and Mulch Replacement.

**Mayor's Update** - Mayor Downey reported he had received a letter from Jeff Reynolds from the Arbor View Subdivision that he was ready for the city to take over the Phase I Lift Station and the sewer lines associated with it.

Motion made by Member Nation and seconded by Member Armstrong for the City of Eminence to take over Arbor View Subdivision Phase I Lift Station and the sewer lines associated with it. On a call for votes, all members present voted "Yea".

Mayor Downey reported the lights had been replaced with brighter lights.

**Council – New Business:** Member Wayman reported the school would be willing to pay 50% of the cost to put in sidewalks on Sulphur Avenue and to the Old Library. Public Works Director Popp reported this project is going to cost approximately Two Million Dollars and if we are going to proceed, we will need a grant.


Member Armstrong reported the ACDC had purchase two (2) topiary plants to brighten up the lobby and had requested name badges for City Council Member.

Member Armstrong would like to donate \$2,000.00 to 250<sup>th</sup> Birthday Celebration that will happen on July 3<sup>rd</sup> at the recreational part.

Motion made by Member Smith and seconded by Member Frazier to donate \$1,500.00 for the 250<sup>th</sup> Birthday Celebration at the recreational park on July 3<sup>rd</sup>. On a call for votes, all members present voted "Yea".

**Open Citizens Comments:** Magistrate Ed Frederick reported the widening of North Main Street is on the top of the list for 2026/2027.

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 8:02 p.m.

  
FRED DOWNEY, MAYOR  
CITY OF EMINENCE, KENTUCKY

ATTEST: Robin A Mullins, Clerk  
ROBIN MULLINS, CITY CLERK  
CITY OF EMINENCE, KENTUCKY



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ROBIN MULLINS  
CITY CLERK/TREASURER

MATT McCALLISTER  
PUBLIC WORKS DIRECTOR

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SCOTT WILCOXSON  
POLICE CHIEF

STEVIE LUCAS  
FIRE CHIEF

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Fred Downey  
MAYOR

March 2, 2026

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 February 2026:

**General Activity:**

Complaints	Written Warnings	Traffic Stops	Criminal Cases
61	7	15	5
Domestic Violence Reports	Traffic Collisions	Incident Reports	TOTALS
3	6	5	304

City Ordinances: 3  
Business Checks: 201  
Crisis Intervention: 4  
(Complaints = Alarms-MA-Assists-911 hang ups-welfare checks)61

**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
7	14

1-5 1-3 1-2 1-1 1-1 1-1 1-1

**Comments**

As of February 15, 2026, Matt Cravens resigned from the police department. We are currently advertising to position and have had pretty good response. As of this report we've had about 6 applicants.

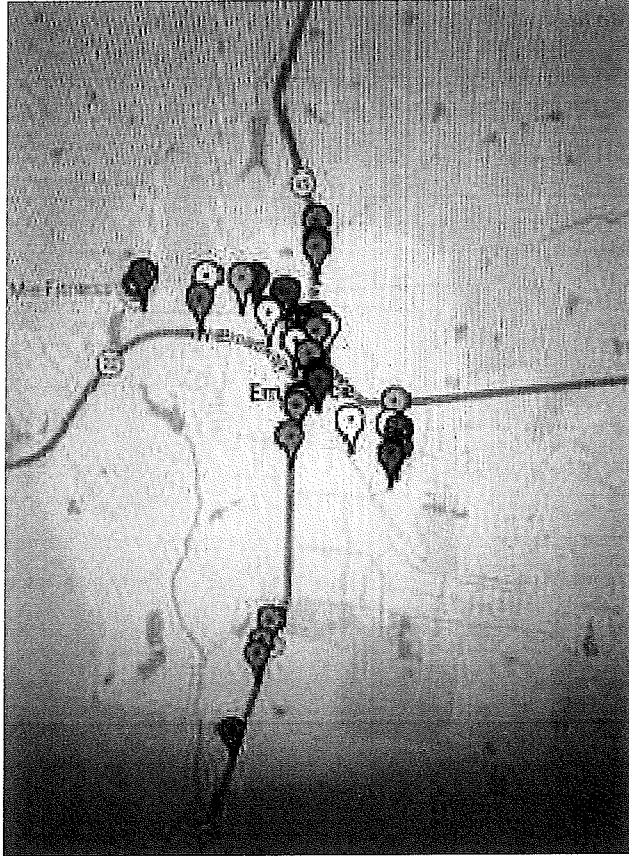
Feb 23, the department received six new to us, Radios from Ian Burke. This should get us through for a while until a grant can be used.

Feb 26, our Flock cameras helped solve a hit and run that happened in the Hometown parking lot on the 25. The incident was caught on Police Department cameras. The license plate was not legible because zooming in makes it grainy. The gray SUV had two distinctive stickers on the back windshield. The identifiers of the vehicle were put into Flock and the vehicle was found. Subject was located and cited for leaving the scene of an accident. Through the aid of the Flock cameras the victim is not left paying for repairs because someone decided not to take responsibility for their actions.

**Fuel Report**

24/25 MONTH OF YEAR	GAS		MAINTENANCE		TOTAL COST PER MONTH	MILES DRIVEN PER MONTH
	GAL.	COST	TOTAL	TOTAL		
			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	500.3	1273.79			1273.79	5033
MARCH						
APRIL						
MAY						
JUNE						
<b>TOTALS</b>	<b>5155.3</b>	<b>\$14117.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14177.64</b>	<b>48030</b>

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 February 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 2/4/26 to replenish the salt used in the big snow event.
- Another one-way sign was posted at the intersection of N Penn St (One Way St.) coming from People's Bank and E Broadway St.
- Public Works have been preparing for spring and cleaning up around the sewer plant.
- Several streets throughout the city such as: Fairview Court, Merriweather Ave, E. Broadway St, N. and S. King Street (where some repairs were made) have been filled in with Perma Patch or rock until we are able to get those patches repaired in Spring with blacktop.
- Justin Carter and Ryan Lloyd with KIPDA will be coming to City Hall on March 10 for the KIPDA Regional Hazard Mitigation Plan update.
- Concrete was repaired at the Community Center sidewalk, part of a driveway was repaired on Vernon Street where we had a water leak, and a hole near Dobner Way was also repaired with concrete.

### Water Department:

- Routine-We performed required samples, utility locates, read meters, and maintained the water distribution system.
- A 4" Main Line leak was repaired on E. Broadway between 392 E Broadway St and intersection of Vernon Street.
- A 2 "main line leak was repaired on Blackaby Lane.
- A 6" main line was repaired at 282 Clear Creek Rd, same day a 2" water main on 109 S King Street, & 2 "main line on 168 Merriweather Ave.

**January 2026- 6,024,396 gallons/purchased**

**February 2026-5,956,724 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.
- Public Works Assisted with the reinstallation of 2 lift station pumps at Maple Ave/Hussey Copper with Derby City Pumps.

### 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 – March 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 Twelve New or Temporary Services and Seven Final Bills and/or Changes.

Processed Several Leak Adjustments & Oversaw Misc. Complaints and Questions

## City General:

Processed Insurance Premium Tax/License Fee Receipts for February - \$67,305.06.

Processed Occupational Tax Receipts for February – \$29,232.30.

Processed Business & Misc. Licenses for February – \$1,600.00.

Processed Alcohol Licenses for February - \$0.00.

Processed Net Profits Returns & Extensions for February – \$969.00.

Processed Property Taxes/Franchise Fees from February 1st through February 28th in the amount of \$2,852.34. Collected 96% of 2025 Property Tax Bills.

Received \$3,825.69 for local collection of vehicle taxes from Henry County.

Received \$8,972.34 Transfer for January Trash Collection.

Received \$20,000.00 2<sup>nd</sup> half of School Resource Officer Reimbursement.



Eminence Fire and Rescue Department

February 2026

Fire Runs- 2
City- 1 Rural- 1

Alarm Runs- 2
City- 2 Rural- 0

EMS Assist Runs- 1
City- 1 Rural- 0

Accident Runs- 5
City- 2 Rural- 3

Other Runs- 0
City- 0 Rural- 0

Total Manpower Hours- 195 Hours/0 Minutes
Day Hours- 40 Hours/0 Minutes Night Hours- 155 Hours/0 Minutes
Total Runs- 10 Total Run Hours- 67 Hours/0 Minutes
Training Hours- 128 Hours/0 Minutes
Special Detail Hours- 0 Hours/0 Minutes

CC: Eminence Fire Board

Report By: Paige Lucas-Jamiel

March 2, 2026

