

MINUTES OF MEETING HELD NOVEMBER 10, 2008

The Common Council of the City of Somerset, Kentucky met in a regular session on Monday November 10, 2008 at 7:00 p.m. with the following present: Mayor Eddie Girdler. Council Members: Jerry Burnett, Tim Rutherford, Jim Rutherford, Linda Stringer, James Eastham, Steve Kelley, Jerry Girdler, David Childers, Donna Hunley, John Minton, Jim Mitchell, and Pat Bourne. City Attorney Carrie Wiese and City Clerk David Godsey.

Mr. Bourne moved to approve the minutes of the last regular meeting held on October 27, 2008, along with the reports to be approved as mailed. Mr. Minton seconded the motion. Upon roll call the following Council Members voted “Aye”: Mr. Burnett, Mr. T. Rutherford, Mr. J. Rutherford, Mrs. Stringer, Mr. Eastham, Mr. Kelley, Mr. Girdler, Mr. Childers, Mrs. Hunley, Mr. Minton, Mr. Mitchell, and Mr. Bourne.

Second reading was given the following Ordinance # 08-15:

ORDINANCE NO. _____

AN ORDINANCE TO THE CITY OF SOMERSET, KENTUCKY, ENACTING THE CITY'S PERSONNEL POLICIES AS SET FORTH IN THE CITY EMPLOYEE HANDBOOK,

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SOMERSET, KENTUCKY:

(I)

The Employee Handbook attached hereto, and referred to herein is incorporated in full by reference and is hereby adopted as the official document containing the city's personnel policies, rules, and regulations.

(II)

By enacting this Ordinance, the City Council hereby repeals and/or amends the following ordinances in full: 03-03 Drug and Alcohol Policy; 01-25 Personnel Policies; 01-01 Tardiness and Time Cards; 98-33 Employee Travel Expenses and Reimbursement; 93-11 Implementing Classification Plan.

(III)

If any part of this ordinance is deemed by a court of competent jurisdiction to be unenforceable or unconstitutional, the remaining provisions of this ordinance shall continue in full force and effect.

(IV)

This ordinance shall be in full force and effect upon passage, approval, and publication according to law.

FIRST READING_____

SECOND READING_____

Approved:

Mayor, Eddie Girdler

ATTEST:

City Clerk, David Godsey

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*A complete copy of the above ordinance is on file and can be viewed at the City Clerk’s Office.

Mr. T. Rutherford moved to approve the above ordinance # 08-15 on its second reading approving the personnel policies employee handbook. Mr. Burnett seconded the motion. Upon roll call the following Council Members voted “Aye”: Mr. Burnett, Mr. T. Rutherford, Mr. J. Rutherford, Mrs. Stringer, Mr. Eastham, Mr. Kelley, Mr. Girdler, Mr. Childers, Mrs. Hunley, Mr. Minton, Mr. Mitchell, and Mr. Bourne.

Second reading was given the following Ordinance # 08-16:

ORDINANCE NO. *08-16*

AN ORDINANCE TO THE CITY OF SOMERSET, KENTUCKY, ENACTING THE CITY'S IDENTITY THEFT PREVENTION POLICY AND PROCEDURE FOR ALL CITY DEPARTMENTS, AS SET FORTH IN EXHIBIT "A";

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SOMERSET, KENTUCKY:

(I) The Identity Theft Prevention Policy and Procedure attached hereto, and referred to herein, is incorporated in full by reference and is hereby adopted as the official document containing the city's identity theft prevention policies, rules, and regulations in regards to all City departments. Said Policy and Procedure is adopted pursuant to Part 681 of Title 16 of the Code of Federal Regulations, implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003.

(II) By enacting this Ordinance, the City Council hereby repeals any and all previous ordinances concerning identity theft in the City of Somerset.

(III) If any part of this ordinance is deemed by a court of competent jurisdiction to be unenforceable or unconstitutional, the remaining provisions of this ordinance shall continue in full force and effect.

(IV) This ordinance shall be in full force and effect upon passage, approval, and publication according to law.

FIRST READING _____

SECOND READING _____

Approved: _____

Mayor, Eddie Girdler

ATTEST: _____

City Clerk, David Godsey

1

<div><div><div>City of Somerset</div><div>Identity Theft Prevention Policy and Procedure</div></div><div><div>I. Purpose</div><div>To establish an Identity Theft Prevention Program designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account or an existing covered account and to provide for continued administration of the Program in compliance with Part 681 of Title 16 of the Code of Federal Regulations implementing Sections 114 and 315 of the Fair and Accurate Credit Transactions Act (FACTA) of 2003.</div><div><div>II. Definitions</div><div><div>Identify theft means fraud committed or attempted using the identifying information of another person without authority.</div><div>Covered account means:<div>1. An account that a financial institution or creditor offers or maintains, primarily for personal, family, or household purposes that involves or is designed to permit multiple payments or transactions. Covered accounts include credit card accounts, mortgage loans, automobile loans, margin accounts, cell phone accounts, utility accounts, checking accounts and savings accounts; and</div><div>2. Any other account that the financial institution or creditor offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the financial institution or creditor from identity theft, including financial, operational, compliance, reputation or litigation risks.</div></div><div>Red flag means a pattern, practice or specific activity that indicates the possible existence of identity theft.</div><div><div>III. The Program</div><div>The City of Somerset hereby establishes an Identity Theft Prevention Program to detect, prevent and mitigate identity theft. The Program shall include reasonable policies and procedures to:<div>1. Identify relevant red flags for covered accounts it offers or maintains and incorporate those red flags into the program;</div><div>2. Detect red flags that have been incorporated into the Program;</div><div>3. Respond appropriately to any red flags that are detected to prevent and mitigate identity theft; and</div><div>4. Ensure the Program is updated periodically to reflect changes in risks to customers and to the safety and soundness of the creditor from identity theft.</div></div><div>The program shall, as appropriate, incorporate existing policies and procedures that control reasonably foreseeable risks.</div></div></div></div><div><div><div>IV. Administration of Program</div><div>1. The Mayor of the City of Somerset, or his designee, shall be responsible for the development, implementation, oversight and continued administration of the Program.</div><div>2. The Program shall train staff, as necessary, to effectively implement the Program; and</div><div>3. The Program shall exercise appropriate and effective oversight of service provider arrangements.</div></div><div><div>V. Identification of Relevant Red Flags</div><div>1. The Program shall include relevant red flags from the following categories as appropriate:<div>a. Alerts, notifications, or other warnings received from consumer reporting agencies or service providers, such as fraud detection services;</div><div>b. The presentation of suspicious documents;</div><div>c. The presentation of suspicious personal identifying information;</div><div>d. The unusual use of, or other suspicious activity related to, a covered account; and</div><div>e. Notice from customers, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft in connection with covered accounts.</div></div><div>2. The Program shall consider the following risk factors in identifying relevant red flags for covered accounts as appropriate:<div>a. The types of covered accounts offered or maintained;</div><div>b. The methods provided to open covered accounts;</div><div>c. The methods provided to access covered accounts; and</div><div>d. Its previous experience with identity theft.</div></div><div>3. The Program shall incorporate relevant red flags from sources such as:<div>a. Incidents of identity theft previously experienced;</div><div>b. Methods of identity theft that reflect changes in risk; and</div><div>c. Applicable supervisory guidance.</div></div><div><div>VI. Detection of Red Flags</div><div>The Program shall address the detection of red flags in connection with the opening of covered accounts and existing covered accounts, such as by:<div>1. Obtaining identifying information about, and verifying the identity of, a person opening a covered account; and</div><div>2. Authenticating customers, monitoring transactions, and verifying the validity of change of address requests in the case of existing covered accounts.</div></div><div><div>VII. Response</div><div>The Program shall provide for appropriate responses to detected red flags to prevent and mitigate identity theft. The response shall be commensurate with the degree of risk posed. Appropriate responses may include:<div>1. Monitor a covered account for evidence of identity theft;</div><div>2. Contact the customer;</div><div>3. Change any passwords, security codes or other security devices that permit access to a covered account;</div><div>4. Reopen a covered account with a new account number;</div></div></div></div></div></div><div data-bbox="643 2432 979 2494" data-label="Page-Footer"><p>Page 2 of 4 Minutes of November 10, 2008</p></div></div></div>

Eddie R. Girdler


Mayor

David Godsey

City Clerk

City of Somerset

400 East Mt. Vernon Street
P.O. Box 989
SOMERSET, KENTUCKY 42502
(606)679-6366
(606)679-2481 (FAX)



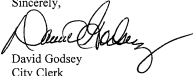
November 5, 2008

Somerset City Council
City Hall
400 E. Mt. Vernon Street
Somerset, Kentucky 42501

Dear Councilors:

I am writing on behalf of Annetta S. Matthews 405 College Street Somerset, KY 42501 who is requesting a refund on her previously paid 2007 City taxes. Mr. T.W. Todd, Property Valuation Administrator, has issued a credit slip for a homestead exemption in the amount of \$31,400. The amount of refund due is \$59.38. Thank you.

Sincerely,



David Godsey
City Clerk

To DAVID GODSEY, School Tax Collector

Credit: Annetta Matthews 2007

Address: 060-9-2-23

\$ -31,400 Real Estate, _____ Personal

VALUATION

who has been assessed for Somerset City School Taxes for the year 07

The reasons for this credit are Qualified for Homestead

Date 10-31-08 By David Godsey PVA

Equal Opportunity Employer M/F/D (606)678-5176 (TDD)

Eddie R. Girdler


Mayor

David Godsey

City Clerk

City of Somerset

400 East Mt. Vernon Street
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SOMERSET, KENTUCKY 42502
(606)679-6366
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November 5, 2008

Somerset City Council
City Hall
400 E. Mt. Vernon Street
Somerset, Kentucky 42501

Dear Councilors:

I am writing on behalf of Annetta S. Matthews 405 College Street Somerset, KY 42501 who is requesting a refund on her previously paid 2008 City taxes. Mr. T.W. Todd, Property Valuation Administrator, has issued a credit slip for a homestead exemption in the amount of \$31,400. The amount of refund due is \$57.51. Thank you.

Sincerely,



David Godsey
City Clerk

To DAVID GODSEY, School Tax Collector

Credit: Annetta Matthews 2008

Address: 060-9-2-23

\$ -31,400 Real Estate, _____ Personal

VALUATION

who has been assessed for Somerset City School Taxes for the year 08

The reasons for this credit are Qualified for Homestead

Date 10-31-08 By David Godsey PVA

Equal Opportunity Employer M/F/D (606)678-5176 (TDD)

There being no further business the meeting adjourned.

APPROVED

MAYOR

ATTEST:

CITY CLERK

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