

MINUTES FROM JANUARY 8, 2015 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Dimeny at 7:00 P.M. on Thursday, January 8, 2015 at Jefferson Manor. Those present: Mayor Melissa Dimeny, Commissioner Mary Jude Constable, Commissioner Brian Berman, Commissioner Jeff Mager, Commissioner Matt Tungate, Clerk Shannon Tuthill, Attorney Katherine Dozier, residents Gerry Leppert, Nancy Polhill and Stuart Ditsler.

Clerk Tuthill read the minutes from the December 11, 2014 meeting. There were no corrections or additions, and the minutes were approved.

Police Report:

Officer Yeager read his report for December. There were 183 patrols of the city, 184 radar traffic zones, 72 visits to residents for house watch, 2 radio dispatch calls. Two solicitors were run off on Wesleyan.

Presentation of January Financials:

Treasurer Shaikun gave his report for the month of December. Total proceeds \$31,701. Of the \$30,537.11 in revenue, \$27,894 is transferred funds. Net result was that our expenditures were \$5093.10. We are in good shape and no large bills are outstanding at this time that he is aware of. Commissioner Tungate asked if we could get budget sheets in advance so they may be reviewed prior to meeting. We will put this in new business to discuss.

Department Reports:

Police Department:

Mayor Dimeny has discussed the police department with our officer and he has ideas to improve department. Officer Yeager noted that if the police department is set up correctly with a chief and everyone is certified we will be able to receive \$3100 a year from the state. Mayor Dimeny had requested that Attorney Dozier review Sect. 35.01 Code of Ordinances to determine whether we need to have a police chief or could we just have a commissioner and a police officer. Attorney Dozier responded that we were not required to have a police chief and that we were in compliance with the law. She noted that it was also possible for the city to appoint Officer Yeager as the chief as long as he met the qualifications (i.e., take an oath of office, provide a bond and that he had completed the general training and experience.) Mayor Dimeny made a motion to determine whether Officer Yeager meets all criteria and if he does and there is no additional financial expense that he be made chief. Commissioner Tungate seconded motion. The motion passed unanimously. It was discussed that the current police policy manual for officers is not adequate. It needs to cover more police procedures. Officer Yeager also advised Bancroft needs to sign an agreement with LMPD to use their property room. If we have a chief he can go to Louisville Metro and get permission to use their property room. Attorney Dozier suggested that the commissioner that handles police meet with Tony to establish these policies.

Officer Yeager requested that his schedule to be reviewed as there is an issue with speeders on Glen Arbor road between 7-8 AM. He has also requested holiday pay for himself and as another benefit for future officers.

Public Services:

No report

Bancroft Lane:

No report

Finance and Administration:

No report.

City Maintenance:

Commissioner Constable received a call regarding a street light out on corner of Tavener and Wesleyan.

In Old Business:

The Commission discussed the encroaching weeds at 7410 Glen Arbor Rd. Officer Yeager inspected the property and took photos. His assessment is there is weed overgrowth and that it is long term growth. The Commission will review this at the next meeting.

Attorney Dozier reported the lien has been filed for 2309 Tavener.

First reading of amendments to the following ordinances by Attorney Dozier:

Ordinance 1 Series 2015. An Ordinance Amending the City of Bancroft, Code of Ordinances, Ordinance 34.15(B) "Initial Request with Immediate Inspection. Second reading scheduled for February 12, 2015.

Ordinance 2 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 34.16(A)(13)(e) —Public Records Protected from Disclosure. Second reading scheduled for February 12, 2015.

Ordinance 3 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 35.01(A)(4) – Departments Created. Second reading scheduled for February 12, 2015.

Ordinance 4 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 37.62(G) —Powers and Duties of the Enforcement Agent. Second reading scheduled for February 12, 2015.

Ordinance 5 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 37.68(C)—Advisory Opinions. Second reading scheduled for February 12, 2015.

Ordinance 6 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 71.08(A)(1)(2) and (B). —Vehicle Load Limits. Second reading scheduled for February 12, 2015.

Ordinance 7 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 110.04(G)—Application Procedure. Second reading scheduled for February 12, 2015.

Ordinance 8 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 112.03(B)—Business of Selling All Other Types of Insurance. Second reading scheduled for February 12, 2015.

Ordinance 9 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 150.01(A)(B)—Adoption of Commonwealth Building Code and Standards of Safety; Enforcement Agents. Second reading scheduled for February 12, 2015.

Ordinance 10 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 150.02(A) — Application. Second reading scheduled for February 12, 2015.

Ordinance 11 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 150.99(A)—Penalty. Second reading scheduled for February 12, 2015.

Ordinance 12 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 150.01(I)—Commonwealth Building Code. Second reading scheduled for February 12, 2015.

Ordinance 13 Series 2015. An Ordinance Amending the City of Bancroft Code of Ordinances 151.24(I)—Electrical Systems. Second reading scheduled for February 12, 2015.

Ordinance 14 Series 2015. An Ordinance Repealing Chapter 51 of the City of Bancroft Code of Ordinances Titled “Sewers” In Its Entirety. Second reading scheduled for February 12, 2015.

In New Business:

Commissioner Tungate queried whether it was legally required to read the minutes. Attorney Dozier confirmed there was no legal requirement to read the meeting minutes.

Regarding the MSD blasting schedule on Maria. As a resident on Maria, Nancy Polhill was present to discuss her concerns. Her husband spoke to people that came in their yard to inspect. The Mayor has been speaking with Joe Bentley of MSD and gave everyone a copy of their email correspondence. They will begin clearing trees this week and we were informed they will begin blasting week of January 19. As we get closer they will update us of schedule and blasting should go on for 60 days weather permitting. We will put in the newsletter any information that we have at the time. The Mayor suggested we use Reach Alert to let everyone know and ask Clerk to remind everyone to join Reach Alert in the next newsletter.

Regarding the applications for the new commissioner, three candidates were present at the meeting to be interviewed by commission. Stuart Ditsler resident since 2012. Gerrie Leppert resident for 28 years and Jeff Magers resident since 2010. The Commissioners asked each candidate about their experience, expertise and what skill sets they could bring to position. At the conclusion of the discussion, Commissioner Tungate made a motion to appoint Jeff Magers. Commissioner Berman seconded the motion. The motion passed unanimously. Jeff Magers was immediately sworn into office by Mayor Dimeny.

The Commission discussed and agreed on departmental assignments as follows: Mayor Dimeny: Administration and Finance; Bryan Berman: Maintenance; Mary Jude Constable: Public Service; Matt Tungate: Bancroft Lane.

Commissioner Tungate raised an issue with Ordinance 35.01- specifically why Bancroft Lane has its own department? He feels there should be a new Department of Communication and Outreach and Bancroft Lane could be moved into City Maintenance. Mayor Dimeny noted that having been in charge of both Maintenance and Bancroft Lane, it would be possible to combine the departments without overloading the commissioner to be in charge of the new Maintenance Department. The Commission then discussed that this would not substantially change the budgeting for Bancroft Lane but that it would be combined into the general maintenance budget. Commissioner Tungate moved to amend chapter 35 of Ordinances by combining the Department of City Maintenance and Department for Bancroft Lane and creating a Department of Community Outreach. The purpose and powers would be storage and retrieval of public city documents, disseminate information and plan Bancroft events.

The Commission discussed that the Police Department should be broadened to include Ordinance Enforcement, public safety. Commissioner Tungate moved to change Ordinance 35.030 changing the title of Police Department to Department of Public Safety with powers and functions to stay the same. Commissioner Constable seconded the motion. All were in favor and the motion passed.

Mayor Dimeny asked Commissioner Tungate to investigate a website to be established for Bancroft.

The Commission voted on appointment of Mayor Pro Tem to serve when Mayor Dimeny was not able to attend a meeting. Commissioner Mary Jude Constable volunteered and Commissioner Tungate moved for Mary Jude Constable to be Mayor Pro Tem. Commissioner Berman seconded the motion. The motion was passed unanimously.

The Commission discussed appointment of a City Engineer. Mayor Dimeny stated she would work to identify willing individuals and report back at the next meeting

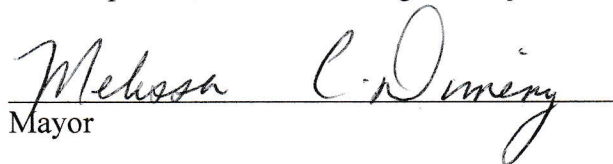
Mayor Dimeny stated that Bancroft ordinances require appointment of an ethics enforcement agent. She noted that she discovered this while reviewing the draft .pdf version of the recodified ordinance book and that this was not something that was contained in her copy of the ordinances. Further, the former mayor, Kim Reinhardt had given Mayor Dimeny her copy of the ordinance book and it was not in her copy either. Moving forward however, it was necessary to comply with the ordinance and she would work to identify a candidate and report back at the next meeting. Attorney Dozier stated that in the past, when the city had ethics questions, they contacted her to discuss. Mayor Dimeny also noted the ordinance contains reporting requirements and that she would prepare a form for each individual to fill out and return prior to the next meeting. Until an ethics enforcement agent can be appointed, the completed forms will be provided to Clerk Tuthill for retention.

Regarding police car storage: The Commission noted that the prior mayor received \$100 a month to store car in her driveway. Commissioner Constable received a phone call from resident at 2410 Tavenor to let everyone know he wants to see police officer able to drive his car home. Mayor Dimeny agreed this was an ideal solution and asked Attorney Dozier whether there was any issue with allowing Officer Yeager to drive the car to and from work and put the \$100 toward gas. Attorney Dozier stated this was not a problem. Mayor Dimeny stated she had contacted LAGIT and confirmed that our insurance covered commuting to and from work and that this would not increase the city's insurance costs. Mayor Dimeny added it would probably be about \$1700 a year at current gas prices. Commissioner Berman stated that he did not feel the \$100 will cover cost and that will increase wear and tear on car because it would add an extra 50 extra miles a day on the car. The Commission discussed how maintenance would be done and Officer Yeager confirmed he would do the maintenance on the car. Commissioner Mager noted this should occur within his scheduled work hours. Commissioner Mager made a motion to have Officer Yeager drive the police car home until the April 10th meeting at which point, the Commission can evaluate the costs and whether the new storage arrangement was working out. Mayor Dimeny seconded the motion which passed unanimously.

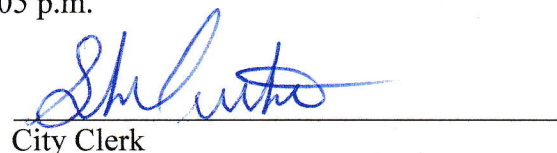
Commission Tungate raised issue with two ordinances he would like to change. He stated he does not feel the current location for the meetings is adequate. He will research other locations and report back at next meeting. He also feels the nuisance ordinance is an issue and he would like to see the wording changed. Mayor Dimeny would like to review the current ordinance and place this on the agenda to discuss at next meeting.

Commissioner Mager asked about the whether the insurance company has been contacted regarding the new commission. Mayor Dimeny asked Clerk Tuthill to contact LAGIT with the names of new commissioners. She also noted Officer Yeager will need an insurance card since he is now traveling to and from work in the police car.

Mayor Dimeny made a motion to adjourn. Commissioner Constable seconded the motion. The motion passed, and the meeting was adjourned at 10:05 p.m.



Mayor



City Clerk