

MINUTES FROM JULY 9, 2015 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Commissioner Mary Jude Constable at 7:00 P.M. on Thursday, July 9, 2015 at Jefferson Manor. Those present: Commissioner Mary Jude Constable, Commissioner Bryan Berman, Commissioner Matt Tungate, Commissioner Jeff Magers, Clerk Shannon Tuthill, Police Chief Anthony Yeager, Attorney Katherine Dozier

Commissioner Constable asked if everyone had a chance to review the minutes from the May, 2015 meeting. There were no changes and the meetings were approved.

REPORTS:

Clerk

Clerk Tuthill had nothing new to report. Other than received invoice from Flynn Brothers for Keisler sinkhole. Total amount is \$15445.00.

Clerk has updated information on certificates of deposit. Will hold for new business.... Best options are Fifth Third and Commonwealth Bank and Trust.

City Maintenance

Commissioner Berman reported Matt Meiners cut down the dead tree on Old Orchard Circle. The fence on Bancroft Lane was messed up from a storm but he has fixed it. Nothing else to report.

Communication and Public Outreach

Commissioner Tungate had nothing new to report.

Police Department

Commissioner Magers submitted an invoice for brake job on police vehicle. Also handed out police report and commissioner report. Other will be addressed in new business. Still mail for police department being sent to Mayor Reinhardt. Gave clerk two more letters for police department.

Public Services

Commissioner Constable had nothing new to report regarding Rumpke. Tungate passed along a message from someone on Facebook with a complaint. Added that three times Tungate has had to ask Rumpke to come back and pick up recycling. Many issues with having to ask them to come back to pick up cans that they missed. Commissioner Constable reported that on Monday she called to complain that they left garbage in the bottom of the can. They do always come back when asked. She noted these complaints and will contact our Rumpke representative.

Finance and Administration

Treasurer Shaikun reported that he has been contacted by Mr. Hollister and he will not be available to do our audit as he has another obligation. We still have not found anyone to do perform our audit. Should possibly contact other sixth class cities to see who they have been able to tie down to do the audit. Commissioner Magers suggested we contact Jefferson County League of Cities for recommendations.

IN OLD BUSINESS:

Possible new location for city meeting

Commissioners Tungate and Magers visited Portland Christian School. They have two very suitable locations for us to use. One room that could seat the entire commission and additional seating available. Outside of this room is a cafeteria that could accommodate a lot more people. Suggest having one meeting there and see how it goes. Of all the places he has contacted they were just as accommodating as they could be. Even though he notes it is a little further away. Attorney Dozier asked did you address school breaks, other events and issues that we would have from a school. There is no fee to use the space. Tungate suggest we wait until the next meeting when Mayor is present to address.

Commissioner Magers asked if we contacted Worthington Fire Department. He and Chief Yeager are planning to attend a meeting there and will check it out.

City Website

Commissioner Tungate had suggested going with a WordPress website. It is cheap and easy and the most popular type. The problem with WordPress is it is very entry level site. There is a lot of time to invest to get it up and running but easy to keep going. A middle level would be a Go Daddy site. They have a drop and drag site very easy to use and set up. It is a middle tier maybe about \$5.95 a month. Tungate and Clerk should work together to set up. On the far end of spectrum they would do it for us. It is \$1000 up front and 19.95 a month. Would be up and running in a couple weeks. Anything we need or need to add we would just call them and they would do for us. The fourth option is reaching out into our community to see if there is someone that knows how to do this and ask them to set up for us.

We will be able to add email addresses to whichever website we decide to use. Probably would be about \$100 a year for unlimited memory and five email addresses.

We just need to decide if we want to have it all done for us or if we can do some ourselves. Also we need to wait until next meeting when Mayor Dimeny is present.

Discussion of Benefits for Chief Yeager

Mayor Dimeny was not present and asked that we wait to discuss at next meeting.

Invest Money From General Account Into Certificates Of Deposit

Clerk Tuthill updated everyone on our best options for new CD's. Fifth Third Bank offers a 5 year CD at 3%. Also a 3 year at 1.15 and 18 months at .75. Commonwealth Bank and Trust also still offering a 14 month special at .70.

Treasurer Shaikun suggested we earmark some funds for sinkhole catastrophes. He commented that it would not be a bad idea to invest in a five year CD. We have other CDs available for much shorter lengths of time. Commissioner Magers added move a reasonable amount of money for a reasonable amount of time.

Commissioner Tugate said added that eventually we will have to spend some of this money. His suggestion was put \$100,000 in the five year CD as our rainy day fund. Attorney Dozier also suggested \$100,000 in a five year. Take 25,000 in a shorter term like 18 months. Treasurer Shaikun said let's not do longer than 3 years.

Treasurer Shaikun suggested let's do 3 years for 1.65 for \$60,000 and 5 years at 3% for 100,000. Commissioner Tugate made motion to take \$100,000 from general fund account and put in a five year CD at 3% and another \$60,000 out of general fund into a three year CD at 1.65 at Fifth Third Securities or another FDIC bank at that rate. Commissioner Constable seconded the motion, all were in favor and the motion passed.

Removal of Dead Tree and Landscape in Cul-De-Sac

Commissioner Berman said Matt Meiner was supposed to pull a dead bush out of cul-de-sac. He will follow up with him again. Treasurer Shaikun added a hole in the road on Bancroft Lane needs to be patched. Berman will contact Matt Meiners to do this.

Update on KLEFPF Application, Racial Profiling Policy, Full Time Employee Policy

Commissioner Magers explained to everyone once again what the KLEFPF program is. The Resolution has been submitted that we would like to participate. The application was submitted in May. Auditor will visit us on July 28 and Commissioner Magers and Chief Yeager will meet with him. Handed out information on Racial Profiling Policy. This was modeled with standard language from the state.

Commissioner Magers made motion that we adopt this policy into standard Bancroft Operating Policy. Commissioner Tugate seconded the motion all were in favor and motion passed.

Another requirement of KLEFPF is there had to be a policy on full time employees and Magers handed out this policy as well. Commissioner Magers made a motion to adopt Full Time Employee Policy to the Bancroft Standard Operating Policy. Commissioner Tugate seconded, all in favor and motion passed.

Regarding KLEFPF there is other requirements we need to complete. Officer needs to sign Code of Ethics. Also needs to contact previous employer to make sure he left favorably. Clerk Tuthill needs to find our personnel file for Chief Yeager and give to Commissioner Magers to review.

Update on Police First Aid Kit Purchases

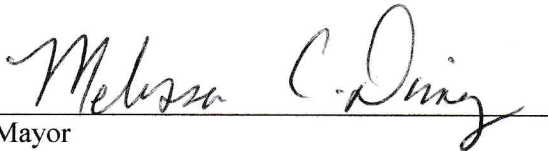
Commissioner Magers said we need to have a first aid kit in police vehicle as he may be medical first responder. The kit is now complete and this has been budgeted for last year. Included a CPR mask that was ordered through Amazon. This kit is very necessary for all types of emergencies.

NEW BUSINESS

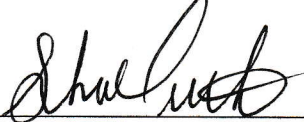
Trailer parked on Tavener for extended period of time and toilet in driveway

Chief Yeager said the trailer has been removed. He has gone by twice and there is no trailer. He asked homeowner about the toilet and they said it will be removed as soon as possible. Attorney recommend waiting and see if he does remove as said. Chief encouraged everyone to let people know if they have a complaint give the BancroftPD email address and they can let Chief Yeager know so he can investigate and see that it is taken care of.

Commissioner Berman moved to adjourn the meeting. Commissioner Tungate seconded the motion. The motion passed, and the meeting was adjourned at 8:20 p.m.



Mayor



City Clerk