

## **MINUTES FROM OCTOBER 8, 2015 BANCROFT MEETING**

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Melissa Dimeny at 7:00 P.M. on Thursday, October 8, 2015 at Jefferson Manor. Those present: Mayor Melissa Dimeny, Commissioner Mary Jude Constable, Commissioner Jeff Magers, Commissioner Bryan Berman, Commissioner Matt Tungate, Treasurer Arnold Shaikun, Clerk Shannon Tuthill, Police Chief Anthony Yeager, Attorney Katherine Dozier

Mayor read minutes and the minutes were approved.

### **REPORTS:**

#### **Clerk**

Clerk Tuthill had nothing new to report. She has been receiving property tax payments and depositing them promptly into our account.

#### **City Maintenance**

Commissioner Berman reported light out and he called LG&E. John Boyle asked shrubs be trimmed and Commissioner Berman called Matt Meiners.

#### **Communication and Public Outreach**

Commissioner Tungate had nothing new to report.

#### **Police Department**

Commissioner Magers handed out his report. Mayor Dimeny requested the reports be sent prior to meeting.

1. Chief Yeager's end-of-month report – September 2015. Handed out and there were no questions.

There were 169 patrols of the city. There were 169 radar/traffic zones set up for high police visibility. There were 35 visits to resident's homes for our "House Watch" program. There were 13 traffic stops. There were 0 solicitors stopped. There were 11 warnings issued. There were 3 state citations issued, one which was an arrest on a warrant for Possession of Marijuana and for Trespass 3<sup>rd</sup>. I signed an agreement with LMPD property room so the Bancroft Policy can start storing evidence there. I was dispatched to an officer down at Walgreen's on Lime Kiln. I was sent because I was the closest. It was false. The officer's radio was broken. I picked up a signed letter for Mr. Turner. I served the letter on Wednesday, September 23 at 1130 hours. I did a follow up on the Turner property on Friday, September 25. A good faith effort was made and a video was sent to Mayor, City clerk and to Commissioner Magers. There was an oil change to the police car. The fan motor for the defroster and air conditioner went out and it was replaced.

2. KLEFPF Update. The KLEPF check has been received. Clerk Tuthill will deposit in Bancroft's bank account and pay out with the proper withholdings.

3. Yard clean-up on Maria. Chief Yeager reported the work is continuing and the resident is complying with request in good faith. Mayor Dimeny and Commissioner Magers both visited the site.

Regarding the MSD work there is still a large mess and something needs to be done. We need some sort of landscape and barrier for the work once complete. To protect the homeowners and their home value. Mayor said we need to contact MSD to have them come to meeting to explain to residents and address the need for some type of beautification to be done.

4. Chief Yeager reached agreement with LMPD to use their property room for evidence. Clerk Tuthill will scan and save copy of the contract in our files.

### **Public Services**

Commissioner Constable had nothing new to report.

### **Finance and Administration**

Mayor Dimeny had nothing new to add. Everyone received a copy of the financial statements. On the last page there is a \$194 check noted as uniform allowance but it is actually for the battery and light agreed to in prior meeting. Clerk Tuthill will make this change.

Charles Veeneman, the city auditor will be starting audit soon. Treasurer Shaikun will meet with Clerk Tuthill on documents needed. If there are any questions on the financial statements that he requests of them please ask. Treasurer noted that in the last audit one of the commissioners did not return the letter and he had to note that in his report. We do not want something like that printed in the report.

### **IN OLD BUSINESS:**

#### **Possible New Location For City Meeting**

It was decided that we need to place in newsletter that the meeting in November will be at Portland Christian School. Commissioner Tungate said we still have the option of Episcopal Home. Let's still try Portland Christian for November and we can try Episcopal Home at another time. Commissioner Magers asked about the facilities at the Episcopal Home and Commissioner Berman said there is a second floor meeting room larger than the one we are in.

Mayor Dimeny asked if we have confirmed the November 12 date for the meeting. Commissioner Tungate said yes this is confirmed and it is on their calendar. Concern was expressed that that if we jump from place to place residents will be confused and Episcopal home is closer to the city. Commissioner Magers says he doesn't have a problem with trying a couple places to find a better fit and we should try both. December is such a busy time Mayor feels we should not move the December meeting.

#### **Final Decision On Which Web Service To Use For City Website**



Commissioner Tungate said he has spoken to six website designers and we need to decide what we want. There are numerous freelancers that will do for \$600 or 700. We need to decide what type of documents we want. What type of search capabilities? Mayor said let's look at other websites and by middle of month let Matt know what pages we feel that we need. We can decide at next meeting.

## **NEW BUSINESS**

### **Reimbursement for Internet for Clerk, Treasurer and Police Chief.**

Mayor asked how everyone felt about providing this reimbursement. Treasurer expressed he did not need to be reimbursed at all as he does not need it. Magers said it is an expense that the employee does incur as used for the city. Noted that police chief has added to phone plan to be used for city.

Commissioner Magers said Chief will eventually have more requirements for internet usage. They are moving towards paperless tickets. We will need a plan for police vehicle hot spot to be linked to internet. Not there yet.

Tungate said reimbursement is not only option May look into option of a hotspot as another option.

### **Storage Options for City Records**

Commissioner Tungate raised question as to if all paper is scanned, could we just destroy the records that are scanned in or do we need to keep them. Attorney Dozier will verify whether Kentucky law permits electronic document retention only.

### **Printer for Police vehicle**

Commissioner Magers received three estimates for \$379 and one for \$439. This is for a thermal printer that does not use ink. Mayor Dimeny moved that we approve thermal printer for police vehicle. Commissioner Berman seconded,

Commissioner Tungate said we may not be ready to make a move on this. Commissioners Magers said he does not have answers to all questions like how much paper costs. Mayor Dimeny reiterated that our Officer had to go somewhere else to print out a warrant and she feels he needs the printer to do his job.

Commissioner Berman researched on his phone and said a case of thermal paper is \$44.88.

After questions were answered, all were in favor and motion passed.

### **Replace existing fence at 7416 Greenlawn**

Commissioner Tungate had taken photos of fence area. Mayor Dimeny moved to approve the fence design as requested. Commissioner Berman seconded, all were in favor and the motion passed.

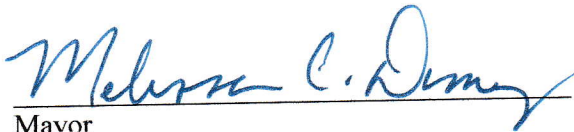
### **Repair and Update Bancroft Street signs**


Mayor Dimeny asked if anyone felt this is something we need to look into at this time. Everyone wanted to know about the cost and how many signs there are. Mayor Dimeny and Commissioner Berman will research and see if it is something that we want to budget for in the next year.

Commissioner Berman asked about our signs off the entrance on Hwy 22. Would this include an entrance sign?

We need to start to plan now because this is something we need to do in the future. Another question raised it is should we do work on the cul-de-sacs first and then signs. Or signs first and then cul-de-sac. There are things we do need to consider.

Commissioner Constable moved to adjourn the meeting. Commissioner Berman seconded the motion. The motion passed, and the meeting was adjourned at 8:11 pm.

  
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Mayor

  
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City Clerk