

## **MINUTES FROM DECEMBER 8, 2016 BANCROFT MEETING**

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:00 P.M. on Thursday, December 8, 2016 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Mary Jude Constable, Commissioner Matt Tungate, Commissioner Ed Evers, Commissioner Bryan Berman, Treasurer Arnold Shaikun, Clerk Shannon Tuthill, Police Chief Anthony Yeager, Attorney Noel Halpin, and Adam Vogelsang of Brownsboro Lawn Care.

Mayor Magers proceeded to review the November meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Constable seconded, all were in favor and the minutes were approved.

### **REPORTS:**

#### **Clerk**

Clerk Tuthill reported that she has begun trying to contact the approximately five residents that have still not paid their taxes. One resident listed number had been disconnected, another did not answer (no voice mail), and one other we do not their telephone number. We may need to have Chief Yeager stopped by the homes and follow up. I could prepare a second notice that he could hand them or something like that. Mayor Magers said the next step should be a certified letter and not having the police chief visit them.

Several phone calls were made to Time Warner cable about a line hanging down in a resident's back yard on Glen Arbor and this was finally removed this week. It only took about three weeks and approximately 8 or 9 phone calls.

Resident Lisa McClain delivered the newsletter and there were no problems. She said she was happy to do it. Commissioner Evers added that she did not tape the newsletters to the mailboxes. It was noted that taping newsletters to the mail boxes caused the pain to peel on removal. He would like to see the newsletters mailed and we should consider adding that to the budget.

#### **City Maintenance**

Commissioner Berman reported that Adam Vogelsang has begun work on our cul-de-sacs. Bushes have been pulled and stumps removed. Will begin work on installing plants in the next week or two.

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

Commissioner Tungate had nothing new to report.

#### **Public Services**

Commissioner Constable had nothing new to report. She did remind the commission that we need to think about placing ad in Courier Journal for the next two year garbage contract because this probably should be done in March. She asked that we be wary of really cheap estimates

because we have had trouble before and her recommendation is that we stay with Rumpke. Mayor asked that when we appoint a new commissioner for Public Service would Commissioner Constable be willing to help them get acclimated to the position. Commissioner Constable said yes would be happy to do so.

Commissioner Berman spoke with Christopher Piers from Rumpke and asked for an estimate that would include some back door service and he has sent new pricing including back door service for 30 residents. This will be placed on agenda for January to discuss the bid that will be placed in the newspaper.

### **Police Department**

Mayor Magers asked if everyone was able to review Chief Yeager's report. There were no questions or comments.

Chief Yeager will be attending the mandated 40-hour in-service training course in October 2017.

Mayor reported that the City's Sexual Assault policy has been signed and accepted and in the police file.

His report was as follows:

There were 158 patrols of the city. There were 158 Radar/Traffic zones set up for high Police visibility. There were 34 visits to resident's homes for our "House Watch" program. There were 7 Traffic stops. There were 0 Solicitors stopped. There were 4 warnings issued. There were 3 state citations issued. I backed up the Graymoor-Devondale Police Department 5 times. I observed Stayton Way listening for a barking dog. None was found. I called in a water break at Old Salem and Tavener. I was dispatched to Glen Arbor to look for blocked traffic. Traffic was passing. I had a resident complain of an abandoned bike on Glen Arbor. I took the found property to the Metro Police property room. I had a motorist assist on a woman who needed directions to the nursing home.

### **Finance and Administration**

Commissioner Evers had nothing new to report.

Treasurer Shaikun reported that he has complied with the KY Department of Local Government requirement to submit the year-end financial reports. These reports were submitted in a timely manner.

Commissioner Evers reported that he plans to attend the KLC New City Officials Academy that is being offered in January. The cost is \$199 per person. Mayor Magers has previously attended and recommends attending as it is extremely helpful.

### **IN OLD BUSINESS:**

#### **1. Keisler Road Sinkhole and Metro Public Works Maintenance and Repair of Road**

Attorney Halpin reported that the map we were previously given was incorrect. He pulled plats and confirmed the exact ownership of the roads. He contacted Louisville Metro with this



information and the database was updated and it is now correct. A new plat will reflect the parts of the street that are owned by City of Bancroft. Attorney Halprin had the plat at the meeting for everyone to review.

Mayor Magers said we needed to have this information and have the map corrected so that we we had accurate information when we decide to pave our roads in the future.

## **NEW BUSINESS:**

### **1. Discussion of the procedure for appointment of two commissioners in January 2017.**

Mayor Magers reported he had spoken with one person who was interested in becoming a commissioner. He will come to the meeting in January for an interview.

The procedure he would like to use is just as we did in 2015. We have been advertising the need for commissioners and we need to continue to do this. If someone shows interest we need to tell them to send a resume to the clerk and/or the mayor and they will share with the commission. Mayor Magers will invite them to come to the meeting and commission will make a selection.

Commissioner Tungate asked if a formal resume is necessary. Could we just ask for a letter of interest. Someone that has been retired for many years may not feel they can provide a resume. He would like to ask for a resume or letter of interest and bio to be sent to clerk. Interviews will be at the commission meeting.

The question was raised as to when to swear in the newly elected Mayor and Commissioners. Attorney advised and all agreed that this should be done before January 1. It was decided that Clerk Tuthill will swear in the newly elected officials at the end of tonight's meeting.

We do need to continue trying to find possible commissioners before the January meeting. The Ethics officer will also need to be reappointed for new year. Clerk will add to agenda for January the appointment of the ethics officer.

### **2. Vehicles parked on street for extended periods of time and in front of driveways.**

Mayor Magers noted that items 2 and 3 on agenda are part of the same issue that has been raised by concerned residents at prior meeting.

Mayor Magers handed out copies of the current Ordinance that relates to parking. The Section in the ordinances on parking 72.06 Parking in Excess of Certain Number of Hours Prohibited; Towing Authorized.

Chief Yeager asked if we do consider changing the Ordinance we might want to make it less than 24 hours. Police officers do not work 24 hours and it is almost impossible to tell how long a vehicle is parked there. One other idea would be to say no street parking between certain hours like 2:00 to 6:00 a.m. like other cities do.

Section 72.99 has a penalty section. Mayor handed this out as well for everyone to review.

**3. Discussion of change in Ordinance 150.03 relating to adding a penalty section for prohibited parking of recreational vehicles and trailers on city streets.**

Mayor asked everyone to review Ordinance 150.03(E) ... "During any calendar year no mobile home, recreational vehicle, trailer, camper, boat or truck shall be left parked on the property, or on any street in the city for a period exceeding an aggregate total of 24 hours." This is written to keep someone from parking their boat or recreational vehicle every weekend on the street in front of their home. Ordinance 150.03 currently has no penalty. We do have a problem with trailers and boats left on street for extended period of times.

Mayor Magers passed out a draft Proposed Change to the Bancroft City Parking Ordinance with two possible versions for discussion. Mayor Magers suggested cleaning up section 72.99 (penalty clause) to reflect that violators would be cited by Chief Yeager to appear in Jefferson District Court, the same as any violation of state law or city ordinance. The fine would be paid to the District Court Clerk, not to the City of Bancroft. There are longer any city courts and haven't been since 1974. All court cases are handled by Jefferson District Court. No decision needs to be made tonight but it gives us something to think about later and we can decide where we want to go. Then we can have Attorney Halpin prepare a new ordinance to have a reading.

Commissioner Tungate raised concern about if we keep people from parking on streets what other problem does this create. Are people going to expand their driveways or are we going to discourage people from wanting to live here because there is no parking.

Mayor Magers stated his point with this is that if we continuously have a problem with parking for over 24 hours on street at least we will have some type of penalty in the parking code so that we can cite offenders for violations of the ordinance.

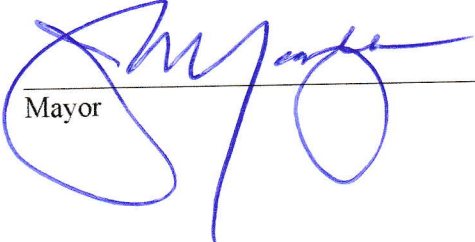
Commission will continue thinking about this and if we need or want to be more restrictive. We will have attorney Halpin research this as well. Will discuss at the next meeting.


**Swearing in of New Commission**

Clerk Tuthill as a licensed notary public swore in Mayor Magers, Commissioner Evers and Commissioner Tungate.

Mayor Magers asked to recognize the hard work and time donated to the city by Commissioner Berman and Commissioner Constable. It was noted Commissioner Constable had served 12 years on the city commission. We as a commission appreciate her service for all these years. Commissioner Berman served on the city commission for 2 years. Both were thanked for service. Job well done.

Commissioner Berman made a motion to adjourn the meeting and Commissioner Constable seconded. The meeting was adjourned at 8:49 pm.

  
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Mayor

  
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City Clerk