

## **MINUTES FROM MAY 10, 2018 BANCROFT MEETING**

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:02 P.M. on Thursday, May 10, 2018 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Rick Rittenhouse, Commissioner Matt Tungate, Clerk Shannon Tuthill, Treasurer Arnold Shaikun and Police Chief Anthony Yeager.

### **REVIEW MEETING MINUTES:**

Mayor Magers proceeded to review the April meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Rittenhouse seconded, all were in favor except for Commissioner Tungate who abstained as he was not present at the April meeting, the minutes were then approved.

### **REPORTS:**

#### **Clerk**

Clerk Tuthill reported that we finally have collected all property taxes for 2017 including the one outstanding bill with the accumulated interest.

Clerk Tuthill reported that just this week we received a substantial amount of insurance premium taxes. This would not be reflected in the budget report completed for April but wanted to note the amounts since we are discussing the new budget tonight. Specifically, we have taken in \$57,459.18. We received one check in the amount of \$50,000 for one insurance policy. Which is higher than any we have received before and was worried it was incorrect, so I saved the reconciliation in case anyone wanted to view it.

Clerk reported that she was asked last month about Matt Meiners invoices for leaf removal and to forward his invoices to Commissioner Borders. Clerk has completed this. Also, clerk reviewed the last three years and each year had an invoice for leaf removal around January. Specially January of 2015 in the amount of \$1220.00, December 15 in the amount of \$1245.00 and January 2017 in the amount of 1290.00. This is very close to the invoice this year in the amount 1380.00 including mowing.

We are still receiving forwarded mail and clerk will continue sending out change of address notices.

#### **Mayor's Report**

Mayor Magers reported that he attended the Jefferson County League of Cities meeting. There is a new tree planting Ordinance within Louisville Metro. Specifically, if a tree is removed in a right of way it must be replaced within the year. This is to increase the urban tree canopy. This does not affect the City of Bancroft, but we could copy this and adopt our own ordinance in the future and use their model.

The next Jefferson County League of Cities meeting is about Public Health and Drug awareness and Mayor Magers plans to attend.

#### **City Maintenance**

Commissioner Borders reported that the power washing of the fence along Bancroft Lane has been completed. He also met with the fence contractor at Okolona Fence that constructed the fence. The slats need to be moved so the stumps can be removed and then put back. The damaged post will have to be replaced.

Commissioner Borders also met with Russ Stevens about tree planting and the 20 trees will probably go in after July. We will need to give him a 50% deposit and the remainder when the work is complete. We are planning to put 15 flowering trees on the side the Bancroft Lane sign is on. The others will go on the north side for the tree canopy. The further we go into the year and wait the less we will have to water. He plans to take photos of the different trees with their names and publish these so residents know what we have planted.

Treasurer Shaikun said for the budget maintenance has only spent \$18,000. He has room in the budget to complete what he would like. Commissioner Borders would like to work on the beautification of the cul-de-sacs now and remove the grass to make them easier to maintain.

Mayor Magers has heard comments that the new entrance sign on Bancroft Lane at Highway 22 is hard to see because it is lower. Would like to consider a spot light on sign in the future.

### **Communication and Public Outreach**

Commissioner Tungate reported that he attended councilwoman Angela Leet's final mayors meeting. He learned that at the intersection of Ormsby Lane and Westport Road they are installing a light. Also trying to work on connecting sidewalks within the cities. They also discussed the use of radar machines in other cities which many people are happy to see and we could look into using this periodically within Bancroft. Some of the machines actually have cameras on them that could show habitual offenders. District 7 actually has 10 of these radars that we could request to be placed in our city.

Chief Yeager's opinion is that permanent electrical sign on the three entrances to the city would be a good idea.

### **Public Services**

Commissioner Rittenhouse had nothing new to report.

### **Police Department**

Chief Yeager submitted the following report. There were 148 patrols of the city. There were 148 Radar/Traffic zones set up for high Police visibility. There were 37 visits to resident's homes for our "House Watch" program. There were 2 Solicitors stopped. There were 10 warnings issued. There were 0 state citations issued. I backed up the Graymoor-Devondale Police Department 3 times. I backed up the Northfield Police Department one time. I had a city ordinance complaint on a couch on Tavener, a trailer on Stayton, and a boat on Maria. All three have been removed from the city. I had to go to court on a driver with no insurance.

Chief also reported that the new car is sitting in the dealership in Lexington where the state contract is and then will go to Lawrenceburg for the equipment. We should be able to write one check for the purchase. He has been running radar on Glen Arbor.

### **Finance and Administration**

Commissioner Evers has been working with Treasurer to complete the new budget to be read this evening. He would like information from commissioners about what time of year they spend most of their budget.

Mr. Veeneman our city auditor has not yet worked on us. Treasurer Shaikun sent out annual report and advised that the audit statement has not been completed.



## **OLD BUSINESS**

1. **Update on City of Louisville lawsuit against the City of Bancroft, all cities in Jefferson County, and the Jefferson County League of Cities relating to HB 246 (Waste Management).**

Nothing new to report on lawsuit and attorney did not need to attend meeting.

## **NEW BUSINESS**

1. **First Reading of Budget and Tax Rate Ordinance for 2018/2019.**

Commissioner Evers passed out for everyone to review the budget information. It reads as follows:

The attached budget is based on best information available in anticipation of income for the fiscal year beginning July 1, 2018. History tells us that the property tax rate has been held at .356 for the last two years. Prior to that, in fiscal year 2015 the rate was .352. I am proposing a rate of .365 for the fiscal year 2018-19. We have raised payroll for the police department 6.5% for each of the last two years and 5% for the administration payroll. We need to include in our planning a surplus for two reasons at least. First, surplus acts as a guard against planned expenses should our revenue expectations not be met, or should we have unexpected expenses needing funding. Second, we must put money away for capital improvements such as the police car and road improvements. I am including here a breakdown of just the police expenses since this year we are trying to assign more accurately the costs of each department. I have moved direct worker's compensation costs and payroll tax costs from administration to the police budget. This does not mean an overall increase in the budget, simply a reallocation of expenses. For comparison purposes, a home with a taxable value of \$240,000 will see an increase of \$22. The estimated reserve developed will be \$15,000 or 6.7% of the total budget.

Commissioner Evers added that he based anticipated revenue on property taxes with the 15% discount amount.

Commissioner Tungate said we currently have \$817,319.00 minus \$333,000.00 for the road fund. We have over \$400,000 in savings and do not need to raise the tax rate.

Treasurer Shaikun said \$228,000 was our proposed budget last year. With \$216,000 is the proposed budget for next year.

Mayor Magers said the extra \$500,000 is a contingency fund. We do not know what we will have to use it on. .365 is the amount for property taxes that is proposed for this year. This would be approximately \$22 increase per household. Mayor asked if we use .356 what would the amount be.

For 2018 we have \$222,100 in estimated expenses. In order to balance that amount we need to place the tax rate at .365.

Mayor Magers said if we want to reduce the tax rate to .356 than we must decrease the budget amount accordingly. The budget has to balance.

The effective rate to have the same revenue would be .351. The expenses anticipated would have to be decreased by \$6000. With a tax rate of .356 it is estimated that we would bring in \$142627.91

Everyone agreed that we will change the tax rate to .356. This would change our income to \$217600.00. We will change the administrative budget from \$60,500 to \$57,500.

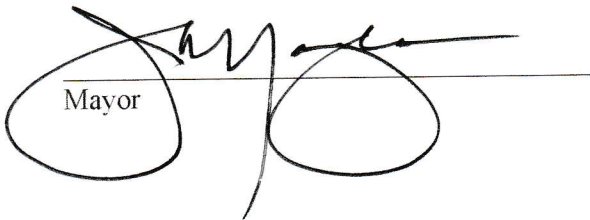
Mayor Magers proceeded to read "City of Bancroft, Jefferson County, Kentucky Ordinance #1, Series 2018 – An Ordinance Adopting a Budget for the City of Bancroft, KY for the Fiscal Year ending June 30, 2019.

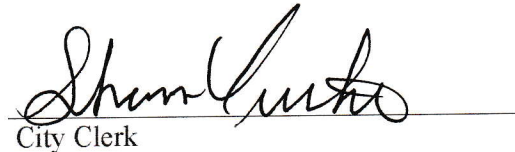
Mayor proceeded to read "City of Bancroft, Jefferson, Kentucky Ordinance #2, Series 2018 – An Ordinance of the City of Bancroft, State of Kentucky, Relating to the 2018 Real Property Taxes.

**2. Promotional plan and organization of City-wide yard sale.**

Clerk will place ad in newspaper. Commissioner Tungate will place signs in neighborhood.

Commissioner Tungate made a motion to adjourn the meeting and Commissioner Borders seconded. All in favor and the meeting was adjourned at 9:07 pm.

  
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Mayor

  
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City Clerk