

## MINUTES FROM MAY 9, 2019 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, May 9, 2019 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Mike Borders, Commissioner Jaimie Schapker, Commissioner Paul Chumbley, Clerk Shannon Tuthill, Treasurer Arnold Shaikun, attorney Richard Schiller and Rhonda Poston, representative of Anytime Waste Systems.

### **REVIEW MEETING MINUTES:**

Mayor Magers proceeded to review the April meeting minutes. Commission Evers made a motion to approve the minutes. Commissioner Borders seconded. All in favor and the minutes were approved.

Mayor Magers noted that we failed to approve the Special meeting minutes from March 12, 2019 at the April meeting. Commissioner Evers made a motion to approve the minutes. Mayor Magers seconded all in favor and March 12 special meeting minutes were approved.

### **REPORTS:**

#### Clerk

Clerk Tuthill reported one property tax refund check was mailed to a resident that had the Homestead exemption corrected for 2017 and 2018.

Clerk Tuthill received a call from the Jefferson County Election Center just reminding us that Commissioners Chumbley and Schapker needed to fill out ballot forms and submit before the June 4<sup>th</sup> deadline. Mayor Magers asked if commissioners were interested in running and both Commissioner Chumbley and Schapker agreed they were interested. Mayor Magers also advised he received one inquiry about the election from another resident; however, after responding to the inquiry no further reply was received.

Clerk Tuthill received a request to fill out a questionnaire for Workers Compensation regarding our police chief but forwarded to Mayor to answer questions as I was not familiar with the situation.

Clerk Tuthill believes she successfully backed up Quickbooks to iDrive. It shows up in the iDrive folder but the only way to check is to open on another computer with Quickbooks.

A report for 2018 taxes and delinquency status was emailed to Loretta Tax Service.

#### Mayor's Report

Mayor Magers reported that he received email about forwarding mail from Post Office to our correct address. We should continue having it forwarded and Clerk Tuthill will renew the forwarding request. Mayor Magers advised everyone an invitation was received from Kammerer Middle School about having a Block Party on May 20 if anyone is interested in attending.

Mayor Magers contacted District 7 Councilwoman McCraney and she is meeting with all mayors in District 7 later this month. He feels she will ask what concerns we have with Louisville. Commissioners can email Mayor Magers with their questions or concerns. One discussion will be about the merging of four fire districts in East Louisville and the suburban fire districts that have created own EMS services.

Mayor Magers reported that he asked Attorney Schiller for his rates for new fiscal year and passed out letter for everyone to review.

### **City Maintenance**

Commissioner Borders had nothing new to report. Mayor Magers has noticed potholes on Bancroft Lane and the corner of Hollen and Greenlawn. The expense to repair potholes should come out of the road fund.

### **Communication and Public Outreach**

Commissioner Schapker reported that she asked Trevor Emonds about rental agreement on the website and it wouldn't be a problem if we just send a PDF. Requested quotes for permanent yard signs. \$12.54 per sign for 30 yard signs. Or \$19.00 plus tax for 10 of each design. Commissioner Schapker will get the signs ordered so that we have for the yard sale.

Commissioner Schapker asked if we currently have any type of welcome packet for new residents. Clerk Tuthill explained the Directory and Reach Alert information are mailed with a welcome letter. Clerk will send Commissioner Schapker current welcome letter to review.

The Commission suggested that with the new mailing of the approved ordinances, we will include new Directory and new garbage collection information.

### **Public Services**

Commissioner Chumbley reported he still plans to look into AT&T fiber optics. He has informed Rumpke that we are changing to Anytime Waste for our garbage collection service.

### **Police Department**

Chief Yeager gave the following report. "There were 142 patrols of the city. There were 142 Radar/Traffic zones set up for high Police visibility. There were 16 visits to resident's homes for our "House Watch" program. There were 12 traffic stops. There was one Solicitor (Tru-Green) stopped. There were 10 warnings issued for traffic offenses, and 2 citations issued with one of them being an arrest for failure to appear Bench Warrant. There were 4 warnings for Garbage Cans left out and 5 warnings for grass over 8 inches tall. I backed up the Graymoor-Devondale Police Department 7 times. There was a lost dog on Greenlawn and he was returned home. There were 2 separate domestic situations; both of them were on Tavener. There was some illegal dumping on Bancroft lane. I had the oil changed in the police car. I had copies of the patrol log made."

Mayor Magers reported that Chief Yeager was injured on a resident's porch. He contacted Workers Compensation and was sent to Immediate Care. He took one sick day as a result and is now doing much better.

Code enforcement is working on residents that are not mowing their grass.

With regard to the House Watch form on the website, Mayor Magers did a test and Chief never received it. This form needs to be taken off website as it is not working. The information is on the website for emailing House Watch information to Chief Yeager.

### **Finance and Administration**

Commissioner Evers had nothing new to report other than on the agenda.



## **OLD BUSINESS**

### 1. **First reading of Revised Nuisance Ordinance- Ordinance No. 2, Series 2019. An Ordinance Amending the City of Bancroft, Code of Ordinances, Ordinance 92.02**

Attorney Schiller passed out Ordinance for everyone to review. Language as requested by commission. Commission asked is there wording added with regard to dumpsters.

It was decided that we would not use the possible new Ordinance No. 4- Dumpsters

Mayor proceeded with First reading of Ordinance No. 2, Series 2019 – An Ordinance Amending the City of Bancroft, Code of Ordinances, Ordinance 92.02. Attorney Schiller proceeded to read all changes and additions.

Mayor asked a poll of all that were in support of new ordinance as read. All four commissioners in favor.

### 2. **First reading of Ordinance No. 3, Series 2019 – An Ordinance Enacting Chapter 113 “Rental Properties” To Establish a Permit Process for the Rental Properties in the City of Bancroft, Code of Ordinances**

Attorney explained the need for this new ordinance. It would require an application process and a local agent for rental properties. This would also include an application fee.

Proceeded with the first reading of Ordinance No. 3, Series 2019 – An Ordinance Enacting Chapter 113 “Rental Properties” to Establish a Permit Process for Rental Properties in the City of Bancroft, Code of Ordinances.

Mayor asked for a poll and everyone in favor.

### 3. **First reading of Ordinance No. 4, Series 2019 – An Ordinance Amending the City of Bancroft, Code of Ordinances, Ordinance 35.061, Purpose and Powers.**

With regard to Ordinance No. 5, Series 2019 – An Ordinance Amending the City of Bancroft, Code of Ordinances, Ordinance 35.061. Proceeded with first reading. This ordinance added the administration of the rental applications to the duties of the Commissioner for Public Services. It is now re-numbered as Ordinance No. 4 because the proposed Ordinance No. 4 was no longer being used

### 4. **Approval of New Waste Removal Contract**

Commissioner Chumbley has been in discussion with Anytime Waste and Attorney Schiller and reviewing their contract. Commissioners were in agreement on the final wording presented by Attorney Schiller and Commissioner Chumbley. Also, commissioners agreed to request Anytime provide trash and recycle cans in a less conspicuous color than bright yellow. The exact color would be worked out by Commissioner Chumbley.

## **NEW BUSINESS**

### 1. **Purchase of New Quickbooks accounting software for clerk computer.**

Clerk confirmed she was able to backup Quickbooks with iDrive so she will proceed to purchase Quickbooks 2019 at the one-time fee of \$219.95 without online backup.

### 2. **First Reading of Budget and Tax Rate Ordinance for 2019/2020**

Commissioner Evers mentioned on expense was an employee manual budgeted \$2500 and he will work on this. The Kentucky League of Cities annual conference budgeted for Commissioner Evers and Mayor Magers to attend.

Tax ordinance No.5. Our tax rate this year is .355 which is the lowest we can go by law. Last year's tax rate was .356.

Discussion about the possibility of a greater discount for early payment of taxes by Commissioner Borders. The Commission was not in agreement on this.

Mayor Magers proceeded with First Reading of Ordinance No. 5, Series 2019 – An Ordinance of the City of Bancroft, State of Kentucky relating to the 2019 Real Property Taxes.

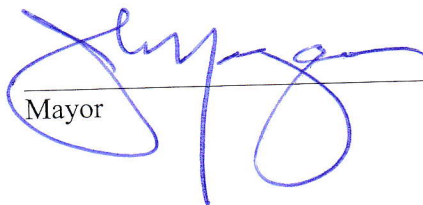
Mayor Magers proceeded with First Reading of Ordinance No. 6, Series 2019 – An Ordinance of the City of Bancroft, State of Kentucky adopting a budget for the City of Bancroft for the fiscal year ending June 30, 2020.

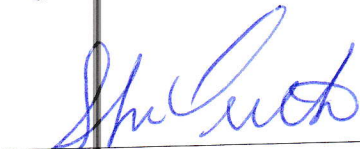
With regard to Budget Ordinance No.6, when voting on the Budget Ordinance we are voting on salaries of employees as required by state law.

**3. Promotional Plan and Organization for City-Wide Yard Sale**

Clerk Tuthill will place ad in Courier Journal. Commissioner Schapker is ordering permanent signs to display along major entrance routes into Bancroft. The signs should be at least 18 x 24 and made of strong corrugated board. Mayor Magers asked commissioners to join him in visiting those participating in sale to thank them for their participation in the city-wide event.

Commissioner Borders made a motion to adjourn the meeting and Commissioner Chumbley seconded. All in favor and the meeting was adjourned at 9:16 pm.

  
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Mayor

  
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City Clerk