

MINUTES FROM FEBRUARY 14, 2019 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:03 P.M. on Thursday, February 14, 2019 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Jaimie Schapker, Commissioner Mike Borders, Commissioner Paul Chumbley, Clerk Shannon Tuthill, Treasurer Arnold Shaikun, attorney Richard Schiller and Rhonda Poston of Anytime Waste Systems.

REVIEW MEETING MINUTES:

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

REPORTS:

Clerk

Clerk Tuthill reported that all year-end payroll W2's and 1099's have been filed as well as 4th quarter 2018 payroll taxes. Two new resident welcome packets have been mailed.

Clerk Tuthill reported that we received notice of not filing State Unemployment Insurance Tax for the third and fourth quarter of 2018. We do not pay this tax, but a form is mailed to us every quarter that clerk completes and returns. On the first and second quarter forms of 2018 clerk noted our new address on the form and mailed it back. This was never updated and the forms were no longer mailed to us. Since we did not receive forms, they were not completed and returned. Clerk received a notice in January that we had not filed so clerk immediately called the office number on the notice. They looked back in their records and found that we had requested the change of address, but it was not done. We now owe late penalties on both of those quarters. Clerk sent an email asking they be waived since we never received the form and was informed that because they are set by statute they cannot be waived.

A new resident contacted me with questions about installing a fence. I directed to our ordinances on the website and invited them to come to the meeting.

Mayor's Report

Mayor reported that he attended the City Officials Academy in Lexington this month and that all information from the Academy was provide in an electronic format if anyone would like to review. Mayor Magers encouraged all on commission to attend next time if they can as it is very beneficial, and he learns something new every time. The entire commission was provided new copies of the City Officials Legal Handbook.

Mayor also reported on a recent article in Courier Journal regarding increase in insurance premium tax in Louisville Metro. This increase is going up to 15% over the next 4 years. The city will need to notify insurance commissioner if we want to raise our tax. If our tax rate stays the same and Metro goes up, then Metro would just receive the difference. Our current ordinance is 5%, but we would need to raise the tax rate to match Metro over the same time frame for the full tax increase to come back to the City of Bancroft for the benefit of Bancroft residents.

Mayor recommended we amend ordinance to set tax rate to match Louisville Metro. The Commissioner of Insurance needs to be notified of the increase by March 21. In order to achieve this, we need to amend our ordinance and have two readings which would require a special meeting so that it may be passed before March 21. The commission agreed to March 12 at 7:00 p.m. for special meeting and clerk will

notice both meetings in the March newsletter. On the March Agenda will be "Second Reading of Ordinance Revision to Chapter 112 Insurance Companies to amend the Insurance Premium Tax Rate". Mayor will assist clerk with wording for newsletter and may also prefer to write a letter to all residents explaining the reason for the amendment. This also needs to be noted on website and Facebook.

City Maintenance

Commissioner Borders had nothing new to report.

Communication and Public Outreach

Commissioner Schapker reported that the updates have been posted on the city website but now we are not able to upload PDF so she will work with Trevor Emonds, our site developer, to correct this.

Public Services

Commissioner Chumbley reported that he met with Chris Pearce of Rumpke. He gave him copies of emails related to missed pickups and one to back door service. He asked for a list of residents requiring back door service and we have ten on a list but feels like we do not have a master list. Commissioner Chumbley also has a PDF of the 2019 recycling calendar and will forward to have it posted on website. The contract with Rumpke says we should have their proof of insurance on file. Clerk to confirm this is on file.

Police Department

Chief Yeager was not present because he was attending annual in-service training. He left the following report. There were 173 patrols of the city. There were 181 Radar/Traffic zones set up for high Police visibility. There were 22 visits to resident's homes for our "House Watch" program. There were 9 traffic stops. There were 0 Solicitors stopped. There were 7 warnings issued for traffic. There was 1 warning for a dog off leash. There were 9 warnings for garbage cans left out. There was one state citation issued. There was one arrest made. I backed up the Graymoor-Devondale Police Department 4 times. I backed up the Northfield Police Department 2 times. I investigated a complaint of water being pumped onto Bancroft lane. The person decided to stop pumping the water onto Bancroft lane once I showed up. I stopped for a SUV flipped over at I-64 and 265. I waited for metro and keep the driver warm in backseat until metro arrived. Temperature was zero. I had a recall on the new police car fixed. I had a motorist assist on the Watterson Expressway and 2 motorists assist on the Gene Snyder. Cold weather. I had a complaint of a dog left unattended in a vehicle on Bancroft lane. Nothing was found. I had a burglar alarm on Maria, and it was false.

Chief Yeager had been made aware of a resident that he believes has more than one family living in their home and complaints of multiple dogs barking. Commissioner Evers contacted homeowner and said her daughter is a real estate attorney and they feel they are within occupancy limit.

Mayor Magers mentioned a post on Facebook about two dogs in the City of Old Brownsboro Place attacking a man. This was a two-week-old report and animal control was contacted. No further report of the dogs.

Mayor Magers bought and used lacquer thinner to remove graffiti from the stop sign at Adler and Glen Arbor. There have been several instances of vandalism to city signs in this area. All graffiti has been quickly removed when discovered by Chief Yeager.

Finance and Administration

Commissioner Evers reported that he is going to work with treasurer on how to possibly incorporate new insurance premium tax in the next years budget. Sent an email to commission asking them to begin working on their budget for next fiscal year.

OLD BUSINESS

1. Discussion of creating a new ordinance related to rental property in Bancroft

Attorney Schiller passed out a draft proposed new ordinance pertaining to rental properties and a proposed Rental Property Registration Application.

We need a downloadable form for application for rental properties. Our web developer will charge a \$40 per year fee to place on website.

The proposed form includes a commissioner of rental property so one commissioner will have to be in charge of this. Home must be in compliance with all Bancroft ordinances. Commission should review the proposed information and we will be ready to have a first reading and vote at the April meeting.

2. Discussion of Potential changes to the nuisance ordinance

Attorney Schiller also provided the commission with a draft of potential changes to nuisance ordinance with information taken from Louisville Metro Ordinances. Commission to review proposed changes to be discussed at March meeting with a potential reading at the April meeting.

3. Metro Lawsuit Update

Attorney Schiller added the Metro lawsuit appeal has gotten out of hand. He attempted to file a "me too" brief piggybacking on the Jefferson League of Cities appellant brief, but the appeals court judge would not allow this and Attorney Schiller had to prepare and submit a full brief. This should be the full extent of our involvement in the appeal. Mayor Magers indicated it appeared as though the original lawsuit by Louisville Metro against all 82 small cities in Jefferson County was an attempt to diminish the extent of home rule by the Jefferson County small cities. If Louisville Metro succeeds in this quest, the consequence could be that we would not have the ability to make decisions on waste management and other decisions in the best interests of Bancroft residents. .

4. Storage unit for city documents and cloud storage for city electronic records

At the City Officials Academy Mayor Magers spoke to the IT in a Box representative about their services for IT storage. Their full package of IT services would cost \$515 per month. For now it was decided to just purchase iDrive 250 gig cloud storage at the business rate of \$75 a year. Clerk will purchase the iDrive service for one year and backup all city files to the cloud through iDrive.

We have had numerous complaints by commissioners and city employees about our email service. Commissioner Schapker will investigate the costs of using selected IT in the Box services, rather than the full \$515 per month full package of services, which arguably we do not need. She will check other other options to deliver email and website services we could choose, including upgrading our current email and website services with our current provider.