

## **MINUTES FROM MARCH 12, 2020 BANCROFT MEETING**

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:02P.M. on Thursday, March 12, 2020 at The Churchill Down building, 600 N. Hurstbourne Lane, Louisville, Kentucky. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Jaimie Schapker, Commissioner Mike Borders, Clerk Shannon Tuthill, Treasurer Arnold Shaikun, Police Chief Anthony Yeager, attorney Richard Schiller, City Engineer Chuck Woods.

### **REVIEW MEETING MINUTES:**

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

### **REPORTS:**

#### **Clerk**

Clerk Tuthill reported that she received the 2020 KLC Wage and Salary Survey and will bring to meeting if anyone would like to review. The storage facility has raised our rent to \$68.00 per month effective March 20. I will pay for a year in advance once again. I Drive automatically renewed for \$99.50 for the year. We received a late payment for property taxes with all late fees included. Still one resident that has not paid property taxes, but mortgage company emailed to say they were processing payment with the late fees. Clerk is receiving many phone calls requesting tax information as many homeowners seem to be refinancing.

Clerk received open records request for employee payroll information and has fulfilled this request. Plan to be on vacation for spring break March 27-April 4. Unless travel ban prevents us from flying. Everything else running smoothly. Nothing else to report.

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

Mayor had nothing new to report that was not in New Business.

#### **City Maintenance**

Commissioner Borders reported that he helped with the city survey of roads, gutters, and drainage issues. Discussions on electrical project with LG&E is ongoing. Needs to follow up with vendor on landscaping spruce up for Spring

Contacted vendor on the cul-de-sac clean-up and will start next week. Commissioner Evers asked about approximate expense and estimated \$4000.

Treasurer Shaikun raised the question about clean-up and tree removal on Bancroft Lane. Several months ago a large limb on a tree from a resident's property (in an adjacent city) fell on Bancroft Lane and damaged our fence. Treasurer Shaikun indicated we should seek reimbursement from the homeowner's insurance company. When the home is identified Attorney Schiller will prepare letter to homeowner to reimburse city for repairs. Mayor Magers said we have photos and address of homeowner. Will sent to Attorney Schiller to prepare letter to homeowner.

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

Commissioner Schapker reported that she spoke to Trevor about setting up email and a new form for rentals. She will work with him on this.

New ordinances should be up on the website now.

Clerk needs to start spreadsheet on building permits. American legal should have updated the link on website and clerk should check on this.

### **Public Services**

Commissioner Chumbley was not present and left no report.

### **Police Department**

Mayor reported that the Police Chief's monthly patrol report is provided as a separate report.

Chief Yeager obtained an oil change and two new tires for the police vehicle.

Chief Yeager submitted the following report. There were 105 patrols of the city. There were 102 Radar/Traffic zones set up for high Police visibility. There were 37 visits to resident's homes for our "House Watch" program. I had a week of mandatory state training. There were 2 traffic stops. There were 0 Solicitors stopped. There were 2 warnings issued for: Trailer in the driveway-1, Disregarding stop sign-1. There was one state citations issued for: Disregarding stop sign. I backed up the Graymoor-Devondale Police Department 2 times. I backed up the Metro police one time. I had an unlocked garage door on a house watch. Owners were contacted and I secured the door for them.

### **Finance and Administration**

Commissioner Evers reported starting next month working hard on the budget. Feels we will most likely be over budget this year.

Charlie Veeneman asked for extension to file audit and Evers took care of this.

### **OLD BUSINESS**

#### **1. Discussion of Road Repaving Plan**

Attorney Schiller has confirmed that we can use the contract pricing from a vendor that has completed work for another city or Metro. Has had commissioners review streets with him. Has a consensus of minimum amount of work to be done and roughly \$33 per foot.

Mayor Magers asked that he contact Hall Paving who has done a lot of work for Lyndon and Graymoor. Hall would do our work at Louisville Metro pricing. Right now, pricing is about \$280,000. We need to set the public hearing to give residents time to address any individual issues. With plan in place to repair curb and gutters at this time.

Mayor Magers feels we are in a good place as we have a contractor in place that can do it and at a reasonable price. No date has been set yet but has to be done before November 1.

A Public hearing needs to be scheduled prior to the next City commission meeting.

#### **2. Discussion of potential participation in the Kentucky League of Cities Investment Pool**

Everyone in agreement to table discussion for now.



**3. Second reading of Ordinance No. 1, Series 2020 – An Ordinance Enacting Section 91.44 in Chapter 91 “Streets and Sidewalks”, Subsection .40 et seq “Obstructions” In the City of Bancroft, Code of Ordinances.**

Attorney Schiller proceeded with second reading of Ordinance No. 1, Series 2020 – An Ordinance Enacting Section 91.44 in Chapter 91 “Streets and Sidewalks”, Subsection .40 et seq “Obstructions” In the City of Bancroft, Code of Ordinances. Ordinance that pertains to placing temporary containers on the street. Each 24-hour period that it is left on the street constitutes a separate offense.

Mayor Magers made a motion to pass Ordinance No. 1, Commissioner Schapker. All in favor and the motion passed.

Clerk will publish Ordinance by sending by US Mail to all residents within 30 days.

**NEW BUSINESS**

**1. First reading of Ordinance No. 2, 2020, An Ordinance Repealing and Replacing Ordinance relating to Cable Television Services**

Attorney Schiller proceeded with first reading of Ordinance No. 2, 2020 - An Ordinance Repealing and Replacing Ordinance 111. Attorney Linda Ames has been retained to represent the Jefferson County League of Cities Cable Commission and is knowledgeable of their recommended uniform ordinance for all small cities to use to replace current city ordinance relating to cable television. Proposed replacing ordinance 111 pertaining to cable franchising.

Commission still has many questions about whether this is worth moving forward with. One question is would it better to still participate in the state pool that we currently receive funds from or to seek franchise fees from cable and internet providers. Commissioner Chumbley and Attorney Schiller will contacted Linda Ain to discuss the issue.

**2. Short Term Rental Update**

Attorney Schiller sent information about short-term rentals. City of Louisville amended their ordinance and defined short-term rental as anything under 30 days. There are a lot of taxes due when renting this way. People that are renting short term should be paying a hotel room tax. If you receive an application for a short-term rental, we have it in our ordinance that the applicant is supposed to follow all Louisville metro rules.

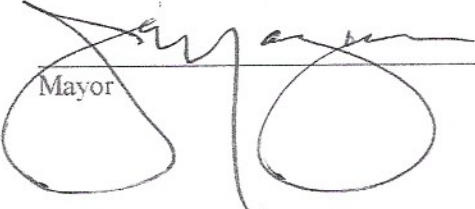
The rental application process needs to be enforced more vigorously. Attorney Schiller will prepare a letter that can be sent to homeowners renting their properties to inform them they need to comply with ordinance.

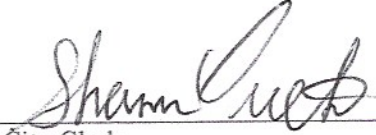
**3. Discussion of options for landscaping around entrances to Bancroft, other than Bancroft Lane**

Commissioner Borders addressed there are several entrances to Bancroft. We currently have small signs at the entrances. He would like to beautify the entrances with landscaping. Mayor Magers added that we have had trouble with plants surviving in cul-de-sacs already and do we want to add to that. He suggested looking at Beechwood Village and how they installed signs at their city's entrances..

The commission feels if they had a visual, they would be able to better make a decision.

Commissioner Borders made a motion to adjourn the meeting and Commissioner Schapker seconded.  
All in favor and the meeting was adjourned at 8:47 pm.

  
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Mayor

  
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City Clerk