

MINUTES FROM MAY 14, 2020 BANCROFT SPECIAL 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, May 14, 2020 by Zoom videoconferencing Louisville, Kentucky. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Jaimie Schapker, Commissioner Mike Borders, Commissioner Paul Chumbley, Clerk Shannon Tuthill, Treasurer Arnold Shaikun, Police Chief Anthony Yeager, attorney Richard Schiller, City Engineer Chuck Woods. Residents Bob Schaefer, Pat and Donna Curran, Cody and Jordan Larimore,

Mayor Jeffery Magers has determined that the Bancroft City Commission must continue to provide critical public services to sustain and protect life and life-sustaining businesses during the present public health crisis caused by the COVID-19 virus. Teleconferencing has recently been permitted by the Kentucky Attorney General without the identification of a primary physical location so long as the public is permitted to see and hear all participating members. The mechanism by which teleconference is being conducted is Zoom.

REVIEW MEETING MINUTES:

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

With no physical meeting taking place, the Kentucky League of Cities advised that Mayor Magers can just sign final page of minutes, scan and send to clerk to sign, file, and forward to Commissioner Schapker.

Clerk

Clerk Tuthill reported receiving and processing a large amount of quarterly insurance premium tax payments. Some insurance companies sent a letter stating they were delayed for "COVID19 related processing delays". Wells Fargo contacted me regarding city tax information for 2020 property taxes. Confirmed our mailing address and discount date but I informed them we do not have a tax amount yet and tax bills will not be mailed until at least September 1.

We did receive preliminary tax roll information from the PVA, and I forwarded to Mayor Magers and Commissioner Evers. The City Uniform Financial Information Report (UFIR) was completed by Treasurer Shaikun. I signed as clerk and emailed to DLG.

The newsletter was hand-delivered this week to the residents that do not receive by email. This is later than usual, and the mail has been running very slow lately, but every resident should have received notice prior to the meeting this evening. I am working on cross-checking every name on the PVA list with my email and mail list to try and make sure that everyone is receiving newsletter in some form.

Nothing further to report.

Mayor's Report

1. Mayor Magers gave the following report: Attended several KLC video conference webinars on governmental operations during the COVID-19 emergency.
2. Attended several KY Emergency Management/Department of Public Health telephone presentations on the COVID-19 emergency.
3. Attended video/audio conference calls for mayors with the following:
 - a. Mayor Fischer (Louisville Metro sponsored)

- b. Governor Beshear (KLC sponsored)
- c. Senator McConnell (KLC sponsored)
- 4. Received a Department of Local Government (DLG) late notice in filing the UFIR by May 1st. Contacted Treasurer Shaikun regarding the failure to meet the deadline. Extension granted by DLG until May 29th.

Mayor Magers added that this is National Police Week and tomorrow is National Police Memorial Day.

City Maintenance

Commissioner Borders reported pothole on Bancroft Lane on hold pending outcome of the repaving project. Ads and Notices on City Property - Our city signage has become an eye sore. Sign Damage - Even after notices blow away to liter yards tape is still in place. Need clean up and potentially repair. Landscaping - Submitted quote to include some landscaping for city entrance signs, where practical. LG&E Electrical Service- Still working on electrical service . LG&E Tree Damage - Still working to have damaged tree removed.

Communication and Public Outreach

Commissioner Schapker had nothing new to report.

Public Services

Commissioner Chumbley reported with regard to waste service:

- a) I've received no complaints from residents about waste collection service. b) Yard waste will be collected weekly for the remainder of 2020.

With regard to Rumpke Contract:

- a) I emailed Chris Pierce at Rumpke on April 29, 2020 to discuss a contract extension. At a minimum, Bancroft is interested in extending the duration of our contract a few months to coincide with the fiscal year, which would make the budgeting process easier on our end. We are also interested in discussing the possibility of a longer extension with Rumpke. b) Chris advised that he would work on an extension on Rumpke's end. He said there were a few cities in the middle of the contract renewal process, so it may take some time to get back to me on our extension, which I said was fine. To date, I have not received any additional news, but will follow up with Chris before our next meeting if I've not heard anything before then.

Police Department

Mayor Magers reported:

- 1. This is National Police Memorial Week, culminating in National Police Memorial Day on Friday, May 15th. This day was first recognized by a law signed by President John F. Kennedy. On May 15th, we need to remember the law enforcement officers who have sacrificed their lives in the protection of the communities they served. Since records have been kept, in Kentucky 885 officers have died in the line of duty, of those 114 were from Louisville/Jefferson County agencies (JCPD, JCSO, LPD, LMPD, JCCD). We memorialize the officers who died in the line of duty and recognize the living for their sacrificial service. Let us recognize Chief Tony Yeager at this meeting for his continued police service with the Bancroft Police Department.

2. Mayor Magers signed up for KLC Training Webinars June 16 and 17. Topics include code enforcement, legislative updates, legal issues, city accounting, and advanced personnel issues. The cost is \$80. Since more than of the subjects will relate to policing, the cost will be billed to the police training subline in the police department 2019-2020 budget

3. Related to code enforcement, there were four building permit applications submitted for consideration at the May 2019 City Commission meeting.

4. Police Chief's monthly patrol report is provided as a separate report.

Chief Yeager submitted the following report. There were 165 patrols of the city. There were 168 Radar/Traffic zones set up for high Police visibility. There were 42 visits to resident's homes for our "House Watch" program. There were 0 traffic stops. There were 0 Solicitors stopped. There were 2 warnings issued for: High grass-1 and unapproved fence-1. There were 0 state citations issued for: I backed up the Graymoor-Devondale Police Department 3 times. I backed up the Northfield and Metro police once. I checked daily for a barking dog after a complaint was made. No dog was found barking each day.

Finance and Administration

Commissioner Evers reported he has submitted a preliminary budget.

OLD BUSINESS

1. Discussion of Public Feedback at the Municipal Road Aid Fund Public Hearing

Public hearing was held and one family attended. Added that they were pleased with the plans set in place.

2. Selection of the Contractor for Road Repaving

City Engineer Chuck Wood was asked about his recommendation for the contractor for the road repaving. Hall Paving has periodically contacted us and offered to give an estimate. Louisville Paving has also offered an estimate. This has to do with the curb and gutter repairs. Need to work on large dips in the road, fix curb and gutter in many areas. Also need to plan for traffic and provide signage for 7 to 8 days of construction. Hall Paving has been the leading contractor.

Mayor Magers asked if both proposals are for the same work. Wood said yes except that the last bid from Hall contracting used the latest cost of the asphalt. This fluctuates like gas prices.

Commissioner Chumbley asked if Hall Paving had a warranty on their quote. We do not have an answer but would follow-up with a contract that would lay that out.

Hall Paving's estimate \$246,936.19, Louisville Paving \$294,115.21. Hall Paving does paving for the City of Lyndon, the City of Graymoor-Devondale, and has the contract for Louisville Metro. Louisville Paving does City of Jeffersontown and has the state contract.

Commissioner Borders made a motion to have Hall Paving do the construction. Commissioner Evers seconded. Questioned raised, if we accept contract tomorrow do we lock in the price of oil now. Contract states pricing at time of job. All in favor and the motion passed accepting Hall Paving as contractor for road repaving.

Attorney Schiller will draft contract with Hall for the job. There is no interlocal agreement that would state we are piggybacking the city's contract with Hall. Attorney Schiller will complete this as well. This will include Hollen Road which has sections in Louisville Mero and Graymoor-Devondale. Hall can direct bill both for their portion of the job.

3. **First Reading of Budget and Tax Rate Ordinances for 2020/2021**

Commissioner Evers proceeded with first reading of Ordinance #2, series 2020, An ordinance of the city of Bancroft, State of Kentucky, relating to the 2020 real property taxes. The tax rate for this year is .351%. Tax rate has been going down the last several years. Tax bills should likely go out on time this year. Normally we have a discounted due date of October 15. If the county delays the due date will we delay our due date? We do not know yet, but it is possible they will be delayed.

The budget ordinance was reduced from five line items last year to three this year. Communications and Public Services was included in the Administration budget line this year. Estimated revenue for this year is \$228,650. We will transfer \$300,000 from the Municipal Road Aid Fund for the road repaving contract. The Police Department is the same as it was last year, except that this year law enforcement liability, auto insurance, and Worker's Compensation Insurance were included in the police budget line. KLEFPF is \$4000 and is shown as a sub-line in our budget management breakdown but that does not technically come out of our budget the \$4,000 is paid to us by the state. Payroll tax is actually money that comes out of pay. Grounds and road maintenance \$45361 as a continuation of the amount from last year. Administration budget stays the same but will have to include storage facility. Attorney Schiller said legal expenses should be less than last year. There is \$6,000 reserve to balance the budget and cover if we go over in legal expenses or another administrative expenses. Public Services budget \$45,300 for trash.

First reading of Ordinance #3, Series 2020. An Ordinance Adopting A Budget for The City of Bancroft, Kentucky For The Fiscal Year Ending June 30, 2021.

Certification of the PVA list of property needs to be signed and sent in. Commissioner Evers and Treasurer Shaikun needs to review list. Mayor Magers will sign certification after they review. Clerk Tuthill will make sure Treasurer Shaikun has the PVA list of property.

NEW BUSINESS

PERMIT APPLICATIONS

1. Bob and Cheryl Schaefer would like to build a fence. Provided information from the contractor. Replacing an existing rusted fence with a black vinyl fence. Motion made by commissioner Evers to approve the fence construction, Mayor Magers seconded. All in favor and the fence is approved.
2. Cody and Jordan Larimore present to request a permit to build a cedar pergola in their backyard. Motion made by commissioner Evers, Magers seconded. All in favor and the pergola construction is approved.
3. Pat and Donna Curran would like to replace the fence on their property. Current fence is 4-foot-high and would like to replace with a 5-foot fence. This is replacement of an existing fence that was approved by a prior commission. Pat Curran added that the fence on the other side of the property is within the five-foot compliance. Commissioner Evers made a motion to approve the fence permit, Commissioner Borders seconded. All in favor and the permit is approved.

4. Jordan and Cody Larimore present to seek a building permit for a wall that was placed on the front edge of their driveway. They replaced some old unsightly bushes that were removed and built a 5-foot wall to hide the trash cans from the street. This was not intended as a fence but only to be decorative. It is more than the five feet forward of the rear of the house and is in that way not in compliance with the city ordinance. Commissioner Schapker made a motion to accept the freestanding fence. Commissioner Borders seconded. Commissioner Schapker noted that she viewed it and it looked nice and a good way to hide the trash cans. Commissioner Borders also thought it looked nice but not sure of the nature of the ordinance. Cody Larimore added the ordinance is not very specific and it could be up to interpretation. Mayor Magers had forwarded building permit application information to Attorney Schiller and his interpretation is that the structure is in violation of the ordinance. Motion passed with Commissioner Schapker, Commissioner Evers and Commissioner Borders in favor. Commissioner Chumbley and Mayor Magers opposed.

Mayor Magers made a motion for a short recess for technical difficulties with his Zoom connection. Commissioner Borders seconded. All in favor and motion passed.

Mayor Magers logged back into Zoom and the meeting resumed at 7:36 p.m.

5. **Proposed addition of Plants at City Entrances**

Commissioner Borders sent photos for review of the proposed look that he would like to acquire. Examples of other cities and what they do on their entrances. Try to improve quality of the signage that we have. Would like to do the work in this year's budget.

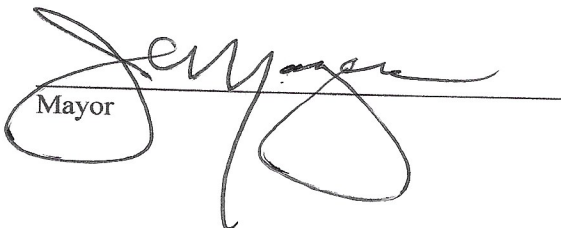
Commissioner Borders made a motion to add landscape at city entrance ways at approximately \$400 per location. Commissioner Evers seconded. Commissioner Evers asked how many entrances. Answer total of 6 locations.

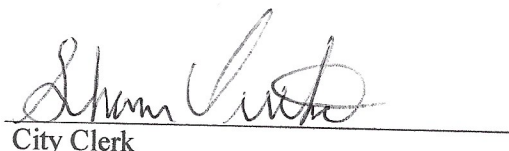
Questions were asked about who would maintain the new plants. Would this fall on the homeowner? No. Commissioner Borders said we choose material that does not need constant watering. Mayor Magers said he had a problem with the proposal a problem due to maintenance issues. He noted the landscape work in the cul-de-sacs that are supposed to be maintained have consistently had weeds and was not well-maintained.

Commissioner Schapker was concerned with constantly having weeds sprayed on cul-de-sac with the amount of kids that play around it. Also, she noted the tree in cul-de-sac on Wesleyan does not look healthy. Borders stated he thought spraying for weeds was safe. He said he would be open to having arborist view the tree and speak to neighbors effected by it. Commissioner Schapker said she would prefer to talk about investing in prolonging the life of the tree and keeping them healthy.

Commissioner Schapker, Commissioner Chumbley and Mayor Magers voted no on the motion. Commissioner Borders and Commissioner Evers voted yes. The motion did not pass. Mayor Magers said we may want to revisit the issue next year.

Commissioner Chumbley made a motion to adjourn the meeting and Commissioner Schapker seconded. All in favor and the meeting was adjourned at 8:57 pm.


Mayor


City Clerk