

MINUTES FROM JUNE 11, 2020 BANCROFT SPECIAL 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, June 11, 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, Valerie Woods and city engineer Chuck Woods.

Mayor Jeff 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 May 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 the Mayor can just sign final page of minutes, scan and send to clerk to sign, file and forward to Commissioner Schapker.

Clerk

Clerk Tuthill reported that the mail has been picked up from the UPS Store by clerk 3 times a week per instruction from Mayor on May 18. Reach Alerts were sent to residents by clerk on June 1 and June 4th per instructions by Mayor Magers. Reach Alert was sent on Saturday, May 30 by Commissioner Schapker because clerk was unable to be reached at the time. All recent permit requests have been added to the clerks list of approved permits.

Payment has been made to Kentucky League of Cities for Workers Compensation Insurance for 2020/2021. Public officials' bond has also been paid for the year.

Four residents have contacted me with updates to the Directory and those of have been made. I would like to wait for one more newsletter notification before printing a final 2020 Directory. Please let me know if the commission has any changes.

PVA verification page was mailed to Colleen Younger at the PVA on June 3rd. It was completed and signed by Mayor Magers then forwarded to clerk for mailing.

Two new boxes of city records were moved to the storage facility. Nothing further to report.

Mayor's Report

1. Issued Reach Alerts regarding the Louisville Metro curfew imposed throughout Louisville Metro during the hours of 9:00 PM to 6:30 AM, effective Saturday, May 30th through 6:30 AM, Monday, June 1st and when it was extended until Monday, June 8th and subsequently cancelled on Thursday, June 4th. Posted on the Bancroft Facebook group page announcing news about the curfew.
2. Submitted a Reimbursement Request for the three months of Zoom (\$14.99 per month). Payment is currently on a monthly basis. It is anticipated we will begin to meet in person sometime in the

future and this may not be needed long term. If it is needed long term, I will start having the city invoiced. The pay version of Zoom was chosen to avoid advertisements and for security purposes.

3. Bancroft was allotted \$36,888 from the state Coronavirus Relief Fund for COVID-19 related expenses. This is a reimbursement program. Any funds not received in reimbursements are returned to the state. I participated in several videoconference meetings on this subject and the information I have received so far indicates we are unlikely to have any qualified expenses for reimbursement under this program.
4. I continued to participate in numerous COVID-19 related videoconference and telephone meetings. Agencies initiating calls included Kentucky League of Cities, Jefferson County League of Cities, KY Office of Emergency Management, Louisville Metro Mayor's Office, and the KY Department of Public Health.
5. I received three complaints from Bancroft residents about the building permit approval for the wall at 7401 Glen Arbor Road.

City Maintenance

Commissioner Borders met with vendors to review work and needs. Hess Landscaping should spray for weeds this week. After meeting with Russ, Tree Care was engaged to remove the tree with significant dead limbs and stump, the stump near the entrance, dead branch hanging over the lane and other dead branches that could cause property damage or fall on the lane.

Need to clean out behind guard rail to facilitate the repair of the road with a drain basin and pipe.

Jeffrey and Kelly Rothberg residents not in Bancroft that had a tree fall on the Bancroft Lane fence causing damage. Attorney Schiller has written two letters asking them to pay for their damages and they have ignored both letters. Is it worth the city's time and expense to pursue the claim? Commissioner Chumbley said he could file the claim for the city. Attorney Schiller to send information to commissioner Chumbley.

Communication and Public Outreach

- Newsletter numbers:
 - o 92 (49%) Opens
 - o 20 (10%) Clicks
 - ☐ 15 clicks on Agenda
 - ☐ 10 clicks on April minutes
- Ordinance XI: Business Regulations
 - o Seems to be a concern for residents. Anyway around? Can the commission cover the permit fee to bring in a truck?
 - o Consider updating ordinance?

Mayor Magers added that resident can invite food truck to come to their home and pay for everyone so that it is a party and they are not selling anything.

Mayor Magers suggest we place on agenda in the future to discuss.

Commissioner Evers added the possibility if a company wants to apply for a permit to sell in the city. There is a \$100 fee. What if we reimbursed the company the \$100 fee if everything is done to city satisfaction and safety?

- New email system: Will be switched over the week after July 4.

Possible Park projects for City of Bancroft - There has been a consensus from residents that we are not taking enough advantage of the natural areas surrounding Bancroft. Mike and I have teamed up to brainstorm some ideas.

Phase 1

Clear a walking path starting at Maria and running along Goose Creek behind Taverner - The LOJIC map included with this report indicates that is the city's property. This can be done as a volunteer request. We can clear what is currently the obvious path and let residents know they can enter at the end of Maria. Once that is complete, we can look at the need for what can be done to make crossing over creeks more accessible – either plywood or a bridge. Create a temporary walking path entrance at the end of Maria

Phase 2 Commissioner Schapker and Borders met with a contractor about the possibilities of phase 2.

Create an “overlook” at the end of Maria. Connect “overlook” to the walking path for a formal entrance.

Phase 3

Get permission to clear out land across Goose Creek for a walking path, benches, picnic tables and/or playground. Construction bridge over Goose Creek to access open land. Create Bancroft City Park signs and maps.

Mayor feels that this is a very extensive conversation and should be a separate agenda item. We need to consider environmental impact concerns, safety of residents using it, MSD property.

Commissioner Schapker feels we could just start with clearing a path where residents are already using it to walk.

Mayor will put on the July agenda to report back.

Public Services

1) WASTE SERVICE

- a) I've received no complaints from residents about waste collection services;
- b) A resident contacted me asking about the possibility of setting up a regular junk pick up day similar to what the City of Louisville does within the old city limits.
 - o Emailed Chris at Rumpke, who advised that he would look into pricing on such an arrangement.
 - o He reminded me that Rumpke will collect residents do have the option of one free item per week at no charge to the City.
- c) Yard waste will be collected weekly for the remainder of 2020

2) RUMPKE CONTRACT

- a) Chris Pierce at Rumpke advised they were still backed up with their contracts, but he will continue working on extending the term of our contract.

Jefferson County League of Cities Cable Commission has changed name to Suburban City Cable and Communication Commission.

Police Department

Mayor Magers reported There were three building permit applications submitted for consideration at the May 2019 City Commission meeting. I received two email complaints about speeding in Bancroft and the lack of action to institute corrective measures. One was a resident and the other lives outside on Bancroft along Bancroft Lane.

There was a Facebook complaint about dog droppings not being picked up by dog owners walking their dogs. This complaint was about Glen Arbor. There have been other complaints in the past throughout Bancroft.

There was a Facebook inquiry about having a Kona Ice Truck setting up in Bancroft at a resident's request. The resident was notified by me and Commissioner Schapker about the requirement for a Business Permit by the vendor if they are going to do business in Bancroft.

Chief Yeager came out very early on Sunday morning, June 7th and located the vehicle that was suspected in the flower theft at the end of Maria several weeks ago. The driver was cited for running a stop sign, expired tags, and driving with a suspended operator's license. More details will be in the June Monthly Patrol Report

Police Chief's May 2020 monthly patrol report is provided as a separate report. There were 69 patrols of the city. There were 71 Radar/Traffic zones set up for high Police visibility. There were 11 visits to resident's homes for our "House Watch" program. There were 3 traffic stops. There were 0 Solicitors stopped. There were 4 warnings issued for: 1 high grass, 1 speeding, 2 disregarding a stop sign I backed up the Graymoor-Devondale Police Department 2 times. I had my temperature taken every day at the beginning of my shift. I checked the AED to make sure the battery and leads were still within operational limits. Note- Next year it will need new leads and a new battery. I had the oil changed in the police car. I took a police report for Criminal Mischief.

Finance and Administration

Commissioner Evers reported he plans to meet with resident about budget concerns. Charles Veeneman said he should have audit complete by June 30.

OLD BUSINESS

1. Second Reading of Budget and Tax Rate Ordinances for 2020/2021

Mayor noted review of our budget with regard to insurance we budgeted \$7100. In the budget for the police department and administration \$1100 that was being put in police department was for general liability costs. Workers Compensation just about all of it was for the police department other than approximately \$51.00 He would like to take out \$1151 from police budget and place in administration budget and then it should be accurate.

Mayor Magers proceeded with second reading of Ordinance #2, series 2020, An ordinance of the city of Bancroft, State of Kentucky, relating to the 2020 real property taxes. .351 per \$100 with 15% discount

Commissioner Evers made a motion to accept Ordinance #2 as read. Commissioner Chumbley seconded. All in favor and the motion passed.

Second 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. Estimated revenue \$228,650, total income 528,650, expenses \$228,650, roads \$300,000 total \$528,650, Asked if we could shift the \$1151 to administration from police as discussed. Commissioner Evers made a motion to accept Ordinance #3, Commissioner Chumbley seconded. Clerk asked question about the pay increases percentage for new budget year for treasurer, clerk and police chief. No increase for police chief, will review other increases. All in favor and motion passed.

3. Update on Road Paving Project

Chuck Woods reported we are on the schedule for the repaving to begin right after July 4th holiday. Ready to mark curbs and gutters. Part of Maria Avenue that the city paved two years ago will not be paved again. There will be a lot of marks on the roads in preparation for curb and gutter work. There is a need to inform residents of what is going on with the paving project. He plans to check in on a daily basis with the contractor to make sure they know there is someone looking over their shoulder to make sure we get what is expected.

We need to notify residents in phases regarding the work. We can use Facebook and will place in newsletter on July 2. We should also let residents know that if they drive through newly paved street it could stain their driveway.

NEW BUSINESS

PERMIT APPLICATIONS

Stan and Pat Wheeler requested a building permit for a vinyl fence. They removed their request.

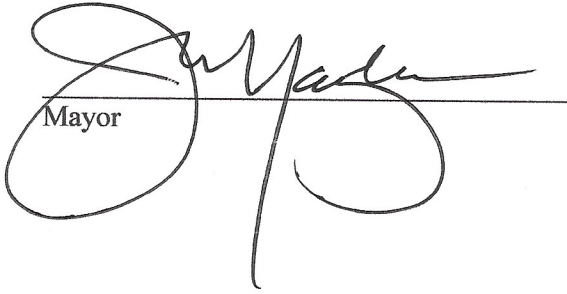
Kim and John Reinhardt building permit application for an aluminum gazebo on the patio at 7608 Wesleyan Place. Question raised, this is not a permanent structure is a permit needed. Mayor Magers made a motion to approve the permit. Commissioner Evers seconded. All in favor and the motion passed.

Chris Powell requested building permit application for a shed at 7405 Keisler Way. Mayor Magers made a motion to approve. Commissioner Evers seconded. All in favor and the motion is approved.


Discussion of a temporary location for City Commission Meeting until permanent location is reopened.

Mayor Magers is not sure how long we will be permitted to conduct meetings by Zoom videoconferencing. If state of emergency is terminated by Governor Beshear we need to go back to meeting in person. Since it is highly unlikely the Episcopal Church Home would allow us to meet there in the near future, we need to have a plan for a meeting location. Mayor Magers Commissioner Evers if we would be able to use his office building again. He will confirm we would be able to use it. The meeting room would have to be sanitized after use.

Commissioner Borders made a motion to adjourn the meeting and Commissioner Chumbley seconded.
All in favor and the meeting was adjourned at 8:35 pm.



Mayor



City Clerk