

MINUTES FROM JULY 9, 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, July 9, 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, 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 June meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Chumbley 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 payroll taxes have been processed for 2nd quarter 2020. Clerk hand-delivered compensation checks to commissioners for meeting attendance January-June 2020. City auditor Veeneman requested several documents from city files and I have provided all the requested information. Police court fund check was received but want to note that it was only approximately half of the normal amount. Usually around \$1200 but it was \$609.16. One refund request was received for adding Homestead exemption. Tax refund check was issued to homeowner. Tax ordinance was mailed to PVA requesting they print our tax bills. Still working on new Directory. If anyone has anything to change or add.

Mayor Magers noted that the police fund adjustment in amount, since the state court cases are down due to the pandemic and traffic tickets statewide are down for the same reason, so that would be reason for smaller amount of funds shared by the state.

Mayor's Report

1. We received an Open Records request related to police personnel.
2. Received a resident suggestion that we include stop lines at stop signs throughout Bancroft.
3. I attended the Kentucky League of Cities (KLC) two-day ACCE Conference that was offered in an online webinar format due to the COVID-19 restrictions. The topics of the workshops included: legislative updates, legal updates, city accounting, advanced ethical dilemmas, emerging issues in code enforcement, advanced personnel issues, and short-term rental and housing issues.
4. I attended a one-hour KLC webinar on the CARES Act funding for cities and counties.
5. Received an email from a resident of Ballantrae whose home backs up to Bancroft Lane. He thanks the city commission for acting in removing the dying tree on Bancroft Lane that had dead limbs precariously hanging over his backyard and the backyards of his adjacent neighbors.

6. Communicated with the mayor of the City of Graymoor-Devondale and Louisville metro Public Works informing them the paving work on Hollen Road would begin in July. I informed the police chief of Graymoor-Devondale about the paving since it might affect the routes his officers might take to emergency calls in their city and the nearby cities where they provide police services.
7. Received information from city attorney Rich Schiller about the court appeal by Louisville Metro regarding HB 120. He will explain the details of the status of the case in his verbal report.
8. Communicated with city engineer Chuck Wood on numerous occasions to obtain a work schedule from Hall Paving so we could inform residents about the progress of the work and how it will affect driving and parking during the project.

Commissioner Evers asked about the progress of the resident that had a tree damage the fence on Bancroft Lane. Paul Chumbley will file in small claims.

Update on lawsuit

Attorney Schiller reported we are still involved in appeal suit and brief filed yesterday. Court of Appeals found that giving the 83 cities autonomy to make decisions is constitutional. Louisville Metro did not agree. Home rule allows all Home Rule cities in Jefferson County to make their own decisions including waste management.

City Maintenance

After consulting our Arborist, I had a large tree on Bancroft Lane removed. It was a hazard. The vendor was to do more trimming and stump removal, but has not. I followed up but may need to use other vendors. Disappointed with follow through.

Had brush removed from erosion area at the end of Maria. The vendor did a good job. I will continue that effort based on what's left from the paving project. Prior paving work is partially responsible for our current erosion issues as the drainage is blocked with old asphalt.

The street paving effort moves on to milling and paving Friday. The concrete work looks good. Continuous communication to residents needed.

Vendor did some spraying for weeds, but I think it still needs work. I bought spray and some trimming tools to do some of the work myself. The young trees need some minor pruning and I can address that.

I removed the paper from our street signs, but they need more work to look presentable.

Tree vendor back on lane today to do more pruning. Still two stumps to be removed and significant damage to a tree on Bancroft Lane near Hwy 22 that needs to be cut back.

Communication and Public Outreach

Newsletter numbers: Opens: 105 (55%) Total clicks: 28 10% Most clicks: Minutes (17) Agenda (7).

I am working on getting a permit to Steel City Pops to have them come out to the neighborhood to sell popsicles after the road work is done. The current business restriction ordinance is very thorough – however, we will need to work on creating a permit to house on our website similar to what we do with rental homes.

Trevor has started the process to move all the emails over to the new system.

Public Services

- 1) WASTE SERVICE
 - a) I've received no complaints from residents about waste collection services;
 - b) Yard waste will be collected weekly for the remainder of 2020
- 2) RUMPKE CONTRACT
 - a) Have not heard back from Chris Pierce at Rumpke re: extending the term of our contract.
- 3) BANCROFT LANE
 - a) Received the information from the City attorney regarding the previous attempts by the City to collect the expenses for fence repair along Bancroft Lane. Will file the legal action in Court before the next meeting.
- 4) GRAYMOOR RADAR ALONG GLEN ARBOR
 - b) Will communicate with Graymoor mayor about any speed data collected by the Graymoor-Devondale radar station that sat along Glen Arbor for a number of weeks.

Police Department

1. There were three building permit applications submitted for consideration at the May 2019 City Commission meeting.
2. 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.
3. 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.
4. 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.
5. 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
6. Police Chief's May 2020 monthly patrol report is as follows:

There were 132 patrols of the city. There were 134 Radar/Traffic zones set up for high Police visibility. There were 8 visits to resident's homes for our "House Watch" program. There were 5 traffic stops. There was one Solicitor stopped. Jeyson Tree service warned to get a permit first. There were 3 warnings issued for: Speed, Disregarding a stop sign and high grass. There were state citations issued for: Suspended Drivers Licence-2, disregarding a stop sign-1, expired registration-1. I backed up the Graymoor-Devondale Police Department 3 times. I backed up the Northfield Police Department once. I

had my temperature taken daily. I had a welfare check on Adler. I helped look for a lost dog. I had a verbal complaint involving the nuisance ordinance, but the resident refused to put it in writing.

Finance and Administration

It was determined that we will need to amend the budget. Mayor Magers is not sure how long we have or need to amend it. Police budget is \$4000 under so we can move money over to administration without having to take money out of reserves. Once the number is accurate than we need to quickly pass the new ordinance.

City Auditor Charlie Veeneman has sent out trial audit for 2019 audit but will not be complete until after July 15. Mayor Magers will place the audit report from Charlie Veeneman on the August meeting agenda.

OLD BUSINESS

1. Update on Road Paving Project

Chuck Wood, City Engineer, reported the contractor arrived on site as scheduled about ten days ago. Working on phase 1 of project, replacing curb and gutter in approximately 22 areas of the city. We have less square feet of curb and gutter than originally estimated. He has been inspecting multiple times a day and has been pleased with the progress. Minor repairs requested by residents have been repaired. They are scheduled to come back into city on Monday and complete the milling process on most of our streets. This will be followed by three days of paving. We really need to encourage residents not to drive through the area during the paving process. Signs will be placed the night before warning the paving will be done in the morning.

Since the beginning discussion of the road repaving Chuck Wood believed that we did not need to repave Keisler as it was paved by Louisville Metro just a few years ago. Also, about 240 feet of Maria Avenue was paved Louisville Metro Public Works just a few years ago. The pavement is in good shape and does not be repaved. These areas were not part of the bid because they are in pristine condition. This is a cost savings to the city.

Commissioner Schapker will get information out tomorrow through email and on Facebook with update on paving. The most efficient way to handle this is to send out a timeline of everything that is happening and in order. Also, we may send Reach Alerts, as needed, for what streets are being paved that day.

Asked to get price from contractor for stop lines to be applied to surface at stop signs. Hall Paving says they can put down at \$40 a piece or thermal plastic for \$90 a piece much better product that wouldn't wear off. Commissioner Borders received a price of \$30 for regular painting. 17 to 20 locations that would need to be painted. Mayor said stop lines are optional and not required but certainly not a bad idea. This would have to be done well after the paving is complete. We have time to research cost and alternatives and discuss at another meeting.

Commissioner Chumbley asked about tack coating and if after 20 or 30 minutes you can drive on it? This is really a layer of glue between old asphalt and new asphalt. Once down, you do not want to get around it.

2. Discussion of a Temporary Location for City Commission Meetings Until Permanent Location Is Reopened.

Governor Beshear just posted a new 30-day requirement for masks in public indoors and outdoors if you are within six feet of others. It certainly seems like we will need a location any time soon. The Churchill Commissioner Evers said the Churchill Downs building, which we used in March before everything shut down, should be readily available if needed.

One option would be to continue to use Zoom videoconferencing, but once the state of emergency is over we would have to comply with the law that requires the public to be able to come to one location to view all the commissioners either in person or on a computer screen, television, or projection system. This arrangement would still require a meeting room.

NEW BUSINESS

1. Deborah Rivera Building Permit Application for Fence At 7511 Maria Avenue

Resident Rivera submitted plans for a fence on her property. Fence is five feet from rear of property as required. Commissioner Evers said the PVA listing shows property lines that vary from the fence lines on her plans. The fence does not appear from the drawing to go all the way to rear of property. The resident is not present to answer questions. Commissioner Chumbley made a motion to approve the permit as requested. Commissioner Borders seconded. All five in favor and the motion passed.

2. CARES Act Municipal Reimbursement Funding For COVID-19 Expenses

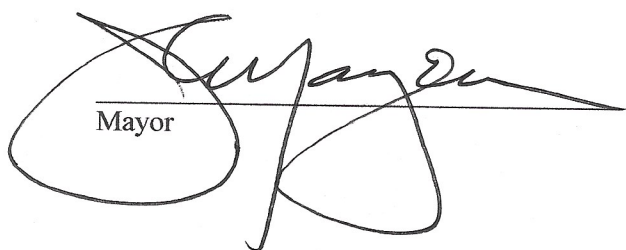
Mayor Magers has attended several Zoom meetings by on this topic. At that time public safety employees' salaries during the pandemic could be reimbursed through this CARES Act. This would be approximately \$36,000. This is the current interpretation. This would start with the middle of March through December. Mayor Magers currently is not comfortable with this because everything is verbal. Nothing is in written guidance. He will continue to investigate further.

3. Preliminary Discussion of Feasibility of Establishing a Bancroft Park Along Goose Creek.

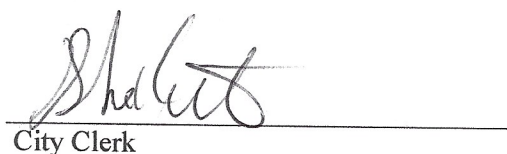
Commissioner Borders has been working on the road and the erosion that needs to be repaired at the end of Maria Avenue. The drainage at the end of Maria needs to be repaired. Commissioner Schapker added that this could be turned into an overlook and eventually part of an entrance to a walking path. She suggested we could start with clearing a walking path starting at Maria and along the creek using volunteers to help clear the path. There was discussion about various options for developing a park setting in this area. It was noted we would need to thoroughly research the legalities of moving forward since the area is adjacent to Goose Creek. There may be state and federal restrictions due to the waterway. This may be discussed further at another meeting.

Commissioner Schapker asked about the planning of a city picnic. She doesn't currently feel comfortable planning anything at this time. The commission feels in general not a good idea to plan at this time. Mayor Magers asked if there is anyone against canceling the picnic for now and going with a plan B for alternate city funded events. Commissioner Schapker will work on a plan and get quotes for the next meeting.

Commissioner Borders made a motion to adjourn the meeting and Commissioner Chumbley seconded. All in favor and the meeting was adjourned at 9:12 pm.



Mayor



City Clerk