

MINUTES FROM SEPTEMBER 10, 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, September 10, 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 Bill Huff, Jefferson County League of Cities.

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 August meeting minutes. Commissioner Schapker 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 tax bills have been mailed to all residents. Tax list requests have been complied with from Wells Fargo, Corelogic and Lereta Tax Service. Department of Revenue tax bill request complied with. Bancroft story map provided to PVA.

Two rental application requests received but one was withdrawn. Clerk not sure how to process these requests and collect fee. May need to discuss with Public Services commissioner.

Fifth Third CD interest was deposited into PNC account in the amount of \$61.95.

Clerk has not received the Hall Paving invoice for paving work but when received will move necessary funds into general account and promptly pay the invoice.

Audit report has not yet been mailed to all residents. I have requested confirmation on what portions of the audit are to be mailed with a cover letter. I have not received a response but will proceed with mailing it this weekend using my best judgment to make sure we are within the 30-day compliance.

Mayor Magers noted that the Hall Paving invoice not yet paid because they are not finished.

Mayor's Report

1. Mayor Magers reported that he received a call from an employee at KIPDA asking why we had not applied for funding under the CARES Act. She was told we did not have what we thought were eligible reimbursements of any significance at this point. We discussed whether public safety employees' payroll reimbursements were eligible, and she sent me information from DLG. After consultation with our city attorney we declined to apply for funds at this time due to the requirements for the funding.

2. A call was received from Chris Palmerball, president of Surrey Hills Farm Corporation,

owner of the farm on the other side of Goose Creek opposite Bancroft. He expressed a concern about the work we were doing at the end of Maria (drainage gutters) and what he had heard was a proposed overlook. He claims the farm extends to the Bancroft side of the creek. He was going to do a stake survey to determine where the property line is located. He requested we consult with him before any further work is completed at the end of Maria. He was told the work currently underway was drainage repairs to avoid erosion at the end of Maria. The overlook was just an aspiration project that we only briefly discussed and was not approved. A review of plat map was inconclusive if the farm extends on the Bancroft side of the creek.

3. A complaint was received from a Bancroft resident about the drainage project at the end of Maria. The concern was that there may be issues related to Goose Creek being a protected waterway and potential objections by MSD if we did not obtain MSD approval.

4. On August 26th a representative from Weed Man Louisville was stopped for soliciting business without a permit. Mr. David Waskey, General Manager of Weed Man Louisville sent a request to obtain information for obtaining a business permit to solicit business in Bancroft. He was provided the information for obtaining the business permit.

City Maintenance

Drainage repair at the end of Maria is completed. Some cul-de-sacs need some maintenance as the plants are larger and the spacing is now in need of improvement. No rush, but the one on Tavener has had several "drive throughs" and is in need of some attention. Minor expense.

Tree planting in the fall after dormancy. Overall, we continue to lose older damaged trees but our plans to revitalize the lane is playing off. Hopefully we won't notice a drop off in canopy, but you can't replace 50-year-old trees. We are back filling with the next generation. They will need attention and time.

No new vandalism to our signage only traces of prior tape that makes them look a bit trashy.

Communication and Public Outreach

Commissioner Schapker reported that Halloween plans to move forward with caution. Mayor Magers had questions about some of the forms on the city website. He would like to be added on building permit applications.

Public Services

1) 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.

2) I received the following e-mail from John Vaughan, Graymoor Devondale mayor, regarding stop signs at Hollen and Glen Arbor:

"I apologies with the delayed response. Here is an update on the request for a three way stop sign at the intersection of Glen Arbor and Hollen.

- *Our police department was not able to recover the detailed data from the portable radar unit due to a problem with the recording system.*

- *The three way stop sign request was presented to the Graymoor Devondale Council for final review at the August 18th Council Meeting and Council voted against adding an additional sign to Glen Arbor. The vote was 4 against 1 for with 1 member of the Council absent.”*

- 3) Spoke with Rich Schiller about the proposed telecommunications ordinance, the first reading of which is on the agenda for the September meeting.
 - a) E-mailed Bill Huff on August 13, 2020 with September’s meeting information and inviting him, or a JCLCCC representative, to attend September’s meeting.
 - b) Followed up with him on September 8, 2020 with Zoom meeting information.
 - c) Based on information provided by Arnold, over the last 11 years, Bancroft received, on average, \$3,040.98 from the excise tax payment.

Police Department

1. There were building permit applications submitted for consideration at the September 2020 City Commission meeting. There were two inquiries about building permit applications for October. One for installation of a pool has already been submitted.
2. A complaint about someone building a large addition to a home on Old Salem Road was received on September 9th. Chief Yeager went to see if the owner had a Bancroft building permit. The owner did not have a Bancroft permit or a Louisville Metro permit. The owner was told to cease and desist until the permits were obtained.
3. There was a car stolen on the Louisville Metro side of Keisler on September 8th. There were reports of someone trying to gain access to cars in Bancroft, but there have been no reports of thefts in Bancroft.

Commissioner Borders said residents asked that we have some nighttime surveillance. Or possible staggered shift. Mayor Magers added even adding four hours a night five nights a week would cost approximately and additional \$25,000 a year.

Chief Yeager gave the following report There were 91 patrols of the city. There were 93 Traffic zones set up for high Police visibility. There was one Solicitors stopped, the “Weedman” company failed to get a permit to solicit. There was one warning issued for: Soliciting There were 3 state citations issued for:

1. Bancroft city ordinance 94.02, Tracking foreign matter on a city street.
2. Bancroft city ordinance 94.03, Hauling loose material.
3. Bancroft city ordinance 94.04, Sweeping litter into gutters.

I backed up the Graymoor-Devondale Police Department 3 times. I helped a new resident catch their dog that had gotten loose. I had the oil changed on the police car. I had my temperature taken daily.

Finance and Administration

Commissioner Evers working with two different people at Fifth Third about the amount of funds in money market account. We need to draw funds and pick up the money the next day. We hope to pay Hall Paving next week. We need to be prepared to request funds moved from Fifth Third into our PNC general account.

OLD BUSINESS

There was no Old Business to discuss.

NEW BUSINESS

1. First Reading of Ordinance No. 4, 2020, An Ordinance Repealing and Replacing Ordinance No. 111 Relating to Cable Television Services

Commissioner Chumbley read the summary of the proposed ordinance. Bill Huff, executive director of the Suburban Cities Cable and Communication Commission was present to discuss reading. The format of the ordinance was developed by the Suburban Cities Cable and Communication Commission for the purpose assisting member cities. Mr. Huff said 70% of the suburban cities in Jefferson County have passed this ordinance. Upon passage of the ordinance communications companies that wanted to bid to provide fiber optic cable could do so. This ordinance puts us in line with other cities if providers come in with not just cable but internet fiber and other services. This ordinance includes a \$2500 application fee that comes with any new service coming into our city. The Commission is trying to get the remaining cities passing this ordinance in a second bid out process. This ordinance is uniformly developed for suburban cities in Jefferson County, but a separate franchise agreement would be unique to each provider. Commissioner Chumbley asked a question about the current ordinance with regard to underground construction and any work would have to be put back the way it was. This preserves the right of the city to manage their open space or right of way. The city could also hold a hearing if there is an issue with any provider. Currently we receive fees monthly direct deposited and distributed by the state pool. We could choose to set a franchise fee rather than continue to participate in the state pool distributions. A question raised if passing ordinance require changing to charge the franchise fee. Under the ordinance we can choose to remain in the state pool.

Commissioner Chumbley said his opinion is that we should pass the Ordinance to join the other cities with the bid process and ensure that we have a valid cable agreement.

2. First Reading of Ordinance No. 5, Amending FY 2019-2020 Budget Adopting a Revised Budget

Mayor Magers explained that we went over budget in administration for last fiscal year and that law we must amend the budget. We are basically under budget in every other category. We are transferring money from general fund to administration to cover those overages. Mayor Magers asked since we did not spend the \$400,000 for the roads in this fiscal year then we should remove that amount from the amended budget. First Reading of Ordinance No. 5, Series 2020 An Ordinance Adopting a Revised Budget for Fiscal Year Ending June 30, 2020.

3. First Reading of Ordinance No. 6, Amending FY 2020-2021 Budget

Mayor Magers explained that in our audit report the auditor said in our current budget we should have added the revenue from road fund as a separate line.

Commissioner Evers proceeded with first reading of Ordinance No.6, Series 2020 An Ordinance Adopting a Revised Budget for Fiscal Year Ending June 30, 2021.

4. Proposed Municipal Order Related to Authorization of Expenditures.

Mayor Magers expressed concern about payment of over \$10,000 for the drainage project without first being approved by commission. Mayor Magers has prepared a draft municipal order stating that all

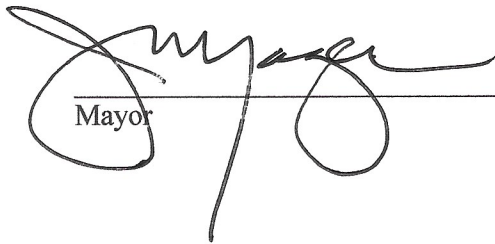
expenditures except those already specifically approved in the budget submitted by each department would require approval by the commission before funds are expended. This would exclude ordinary regular expenditures for items things like printer ink, flat tire repair for the police vehicle or other emergencies like a pothole. These types of expenditures would not need a commission meeting to approve. He asked that the commission review the proposed order and let him know their comments. For the next meeting

5. Jeff and Pam Magers Building Permit Application for a Replacement of Fence at 7408 Maria Avenue


Meeting turned over to Commissioner Evers as Mayor Pro Tem to discuss request for building permit. The Magers would like to move their fence on one side two feet further out on their property line. A gate would be included. Commissioner Chumbley made a motion to approve the permit application. Commissioner Borders seconded. All four in favor and the motion is approved.

Mayor Magers made a formal request to MSD to address the flooding problem on Old Orchard Court. The request included photos of the overflow of the drain during a heavy rain.

Commissioner Schapker made a motion to adjourn the meeting and Commissioner Evers seconded. All in favor and the meeting was adjourned at 9:04 pm.



Mayor



City Clerk