

MINUTES FROM NOVEMBER 12, 2020 BANCROFT SPECIAL MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:02 P.M. on Thursday, November 12, 2020 by Zoom videoconferencing Louisville, Kentucky. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Jaimie Schapker, Commissioner Paul Chumbley, Clerk Shannon Tuthill, Treasurer Arnold Shaikun, Police Chief Anthony Yeager, attorney Richard Schiller. Residents Don and Dianne Hess, and Debra Hall and Ron Payne.

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 October meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Schapker seconded. All four 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 two tax bills were returned on October 27 to our mailbox with no stamp. They were postmarked September 8th, and it took that long to return. The tax bills were for Paul Chumbley and his next-door neighbor. So, they must have gotten stuck together in the mail and pulled stamp off. I notified Paul and Mr. Buren and Paul's was already paid. Mr. Buren wrote a check the next day, so I gave him the discounted rate since it was not his fault.

Tree Care, Inc. performed tree work in Bancroft in August and Commissioner Borders approved for payment. I paid their invoice that included tax. The Mayor noticed the tax was paid and brought to my attention. I mailed a letter to Tree Care Inc. last week with our tax-exempt letter and asked that they refund the tax amount.

Communications Ordinance notification was placed in the Courier Journal on November 7. I scanned the 45-page document and gave to Jaimie to post on website. Two other new ordinances were mailed to all residents on 11/2/20.

I have been doing my best to continue to check mailbox 3 times a week since I moved out of the city. I am planning to go out of town on Thanksgiving but should be back around December 1. I will coordinate with Treasurer on monthend checks. I may need some assistance with picking up mail for a couple days.

Clerk added that she will be sending a letter to the homeowners that have not paid taxes reminding they are due by December 1.

Mayor's Report

City Attorney Rich Schiller advised he had sent certified mail to the owner of 7616 Old Salem to inform him of the building permit violation and the nuisance ordinance complaint. Attorney Schiller indicated he has not received a return indicating he was served. He has been unable to find a telephone number to contact the owner. Attorney Schiller asked for authority to initiate other actions to locate the owner to confirm service. I authorized the additional funds to locate the owner.

On July 1, 2020, Mayor Jeff Magers was presented the Level II - Excellence in City Governance certificate from the Kentucky League of Cities (KLC). On November 4th, KLC representative Jessica Graves traveled to Bancroft to present the certificate to Mayor Magers. City Governance Certificates are presented to city officials who voluntarily attend KLC training courses. The Level II certificate requires the previous achievement of the Level I Achievement in City Governance certificate and an additional 29 hours of approved courses and 1 hour of ethics training.

City Maintenance

Commissioner Borders was not present but left the following report.

Grounds Maintenance

- Leaf removal after last leaf falls.
- Tavenor landscaping work to adjust some plants after running over them several times and growth has made other plants crowded.
- Maria Court is overcrowded as well and will be addressed in the future.

Grounds Beautification

- Plant ornamental grass at the end of Maria to soften the guard rail look. Cost a couple of hundred dollars.
- Holiday Decorations will be installed again in several weeks. Only installation/tear down costs.
- May add a few decorations to the entrance sign. Something low key.

Bancroft Lane

- Tree planting should occur after first frost and dormancy probably only 5-6 trees this year after examining the space for suitable planting locations.
- Power Wash Fence Completed

Signage

- Reset pole and replace stop sign in hit and run.
- Review signage for damage and additional repairs.

Communication and Public Outreach

Commissioner Schapker reported that she forgot to put election results in newsletter. She is still working on tree ordinance information to provide to attorney. Nothing else to report.

Mayor added that the website needs to have Ordinances that are current from American Legal and not the old PDFs.

Public Services

Commissioner Chumbley had nothing new to report.

Police Department

Mayor Magers reported the following: I began researching the requirements for the hiring process for a new police chief. Contacted Chief Grady Thorneberry, Graymoor-Devondale Police Department about the option to contract for police services from his police department. His department provides police contracted services for several nearby suburban cities. The information about contracted services will be provided as part of the regular agenda.

Chief Yeager gave the following monthly patrol report. There were 137 patrols of the city. There were 134 Radar/Traffic zones set up for high Police visibility. There were 33 visits to resident's homes for our "House Watch" program. There were 2 traffic stops. There were 0 Solicitors stopped. There were 2 warnings issued for: Speeding and parking on Bancroft lane. I backed up the Graymoor-Devondale Police Department 2 times. I backed up the Northfield police up once. I did a follow up on the house on Old Salem on the nuisance complaint and there was some clean up but not enough. There was a person measuring that house for a realtor. I contacted the same realtor and let them know about an open door to this house. I moved a package for a resident who was in the hospital. I assisted a resident who needed help putting on their new license plate on their car. There was a burglar alarm on Old Salem Ct., and it was false. I was flagged down about a large knife in the road in Graymoor-Devondale. I stood by until GMPD could arrive and secure the knife.

Chief Yeager still following up on nuisance complaint at the unpermitted construction on Old Salem. Chief added that he had to run plumber off and realized there are probably no plumbing or electrical permits either.

Attorney Schiller stated that the letter John Bennett at Corn Island Properties, Inc. undeliverable did a skip trace to owner and also to other owner Shane Curtis. We have not been able to get a hold of anyone with regard to property. We may need to abate but could very expensive, so we need to discuss with owner to fix. We could have Meiners pull the weeds out of the front. First plan try to speak to owner, if he balks we file a lien and have work done.

Finance and Administration

Commissioner Evers reported that we need to proceed to pay Hall Construction for paving work. We need to transfer \$56,000 from road fund to general account. Added that we have more than that in the road account in the form of CDs.

Treasurer Shaikun added that we still have about 7 homeowners that have not paid taxes. Clerk will mail notice letters.

OLD BUSINESS

1. Proposed Municipal Order Related to Authorization of Expenditures.

Commissioner Evers made a motion to table the discussion until the next meeting until all members are present. Commissioner Chumbley seconded. All in favor and the motion passed unanimously. Will discuss at the next meeting.

NEW BUSINESS

1. Application Permits

Residents Don and Dianne Hess', 7503 Maria building permit request for a fence replacement.

Provided information for replacing current fence in same location. Chief added that current fence is in compliance so the new fence will also be in compliance. Commissioner Evers made a motion to approve the fence construction. Commissioner Chumbley seconded. No discussion all in favor and the motion passed unanimously.

Residents Ron Payne and Debra Hall, 2316 Tavener request for permit to build a new porch on the front of home. This will add 40 extra square feet to existing front porch. Presented a proposed drawing to add three steps and 2 feet on each side and railings. Commissioner Evers made a motion to approve the permit. Mayor Magers seconded. There was no discussion all in favor and the motion passed unanimously.

2. Proposed Police Pursuit Policy based on KLC Model Policy to comply with KY HB 298 (2020)

Mayor Magers stated that all agencies are required to have a police pursuit policy to be sent to the state. KLC has a model policy that can be used. Mayor reviewed and added some things and took some things out. Mayor Magers previously taught police pursuit training based on National Highway Safety Administration (NHTSA) curriculum. Mayor proceeded to go over the proposed policy and explain his recommended changes.

Attorney Schiller comments were about training and insurance. Mayor Magers indicated our liability insurance coverage would cover pursuits and HB 298 requires training be established by the Department of Criminal Justice Training for all participating agencies

Commissioner Chumbley questioned the section on supervisory control since we have only one officer, the police chief. He thought there needed to be clarifying language in this section of the policy. Mayor Magers agreed to reword that section and submit to the commission next month. There was a question about the Communications Center. Mayor Magers indicated nearly all small suburban cities, including Bancroft PD, use the Jefferson County Sheriff's Department Communication Center for centralized dispatch. He indicated he would request a copy of their pursuit policy to review the telecommunication section to make sure it was consistent with our policy.

Numerous suggestions to amend the policy were discussed.

Mayor Magers will make changes with the guidance from Attorney Schiller and Commissioner Chumbley. He will bring back for review at the December meeting so we can still meet deadline and requirements.

3. Chief Yeager's Intent to Retire and The Hiring Process for A New Police Chief

Mayor Magers indicated Chief Yeager submitted a letter of intent to retire. He sent information for commission to review concerning the hiring of a new police chief. Mayor Magers suggested one option is to contract for police services with Graymoor-Devondale Police Department. The cost would \$50 an hour and also have the ability to do code enforcement. The advantage would be police patrol during a three shifts per day and seven days a week. The disadvantage would be fewer hours of actual patrol each shift. The idea would be to use the amount budgeted for police and contract for as many hours as the budget would allow. This would generally be two hours per shift. Another disadvantage would be the lack of consistent presence and the loss of a community policing style services.

Mayor Magers suggested the discussion about the liability issues involved in the pursuit policy indicates contracting is a possible solution to those concerns. Mayor Magers noted we have been fortunate that to

have had Chief Yeager for seven years. He has remained committed to police services in the city. Finding someone else like Chief Yeager might be difficult.

Chief Yeager suggested we consider contracting as an option. He sees advantages to both hiring a police chief and contracting for police services.

Commissioner Evers added that he would like us to have our own officer. They can just bill us for driving through our city. We are relatively crime free right now with having our own officer. Would like to pursue both sides and see what type of officer we could get. Commissioner Chumbley also feels he would prefer as a resident to have our own officer. Commissioner Schapker also feels she would like to see us have our own officer. But if we can't find a viable candidate then we could consider contracting.

Mayor Magers added that as far as hiring process we would want to consider developing a pay schedule to get him up to the same amount as Chief Yeager. The pay schedule should start at \$25 with annual raises per years to top out at \$27. Chief Yeager added that if we don't offer at least \$25 an hour we may have difficulty finding candidates.

Mayor Magers said he can contact FOP lodge as a member, and they will post job opening. This won't cost us anything. We would need to set up application process and setup interviews.

When he has viable candidates, he would like commission to help with the final selection.

Commissioner Evers made a motion to adjourn the meeting and Commissioner Schapker seconded. All in favor and the meeting was adjourned at 9:10 pm.



Mayor



City Clerk