

MINUTES FROM JANUARY 14, 2021 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, January 14, 2021 by Zoom videoconferencing Louisville, Kentucky. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Mike Borders, Commissioner Paul Chumbley, Clerk Shannon Tuthill, Treasurer Arnold Shaikun, Police Chief Anthony Yeager, attorney Richard Schiller.

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 December meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Chumbley 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 quarterly payroll has been filed.

All 2020 Ordinances have now been submitted to American Legal with one exception. I have been unable to send the 46-page Communications Ordinance because of it is too large for them to download and apparently, they do not have a way to open. I will keep trying but may have to send a hard copy.

The 2021 Directory is nearly completed. I received recommended changes from Commissioner Evers and checked them against the changes already made. We will need to discuss distribution of the Directory. Mailing to each resident will cost probably \$1.50 per Directory plus the envelopes.

Commissioners compensation checks were hand-delivered so everyone should have received theirs. W-2s and 1099s have not yet been distributed but I am working on this. Mail has been picked up two to three times per week. Any pertinent mail was emailed to Mayor. Several cards were received for Chief Yeager and I left those with the Mayor as well.

I need to purchase a newer version of Microsoft Office for \$49.99. I have lost the functionality of the previous version and when I try to reload it the product key is too old. The Directory and other documents are not formatting without the new version. Commission agreed to purchase new Office software for the clerk's computer.

Directory needs to be distributed by either hand-delivery or mail. Commissioner Evers said he would be happy to walk neighborhood to deliver. Chief Yeager asked for a copy for the police department.

Mayor's Report

1. I included in the January newsletter asking for a resident who is a professional engineer to volunteer for the position of city engineer. So far no one has stepped forward. Absent a qualified volunteer, we will have to seek out a small engineering firm to enter into an agreement to fill this need.
2. I attended one of the KLC City Officials Orientation virtual training sessions held on December 18th. With city commission approval given last month, I will attend the KLC City Official Academy January 19-21. This will be a virtual training session that goes much further in-depth than the orientation training sessions.
3. I attended District 7 Councilwoman Paula McCraney's virtual meeting on Saturday morning December 12th. A representative from Hagan Properties made a presentation on the proposed Providence Pointe development on Herr Lane. Also, Acting Police Chief Yvette Gentry made a presentation.
4. I attended a Zoom session for mayors' county officials presented by Governor Beshear. The main focus of the presentation was the schedule for Covid-19 vaccinations.
5. On Thursday, January 14th I attended the virtual presentation of Mayor Fischer giving his annual state of the city speech. The Jefferson County League of Cities was invited by the Louisville Rotary Club to join them for the Mayor's presentation.

New City Official's Legal Handbooks are published every two years. Mayor Magers will receive a copy for attending the City Officials Academy. Mayor Magers will purchase extra copies of City Officials Legal Handbook for the city commission.

City Maintenance

Commissioner Borders wanted to start his report by thanking Chief Yeager for his efforts and keeping me informed of any problems with city infrastructure.

Tree limbs removed from Bancroft Lane after a truck hit some tree branches.

Holiday decorations have been removed. Resident feedback has been very positive. There will be some minor costs next year for very minor repairs and or replacement. Thought I would mention it as this is the cadence for subsequent repairs until we elect to replace them, but that should be several years away.

Commissioner Evers asked about holiday decorations left at Bancroft Lane. Commissioner Borders purchased these decorations and will have to take down.

Communication and Public Outreach

Commissioner Schapker was not present and left the following report. Trevor Emonds sent an invoice on 1/5. Has that been taken care of? I never received signed minutes for November. Draft minutes are on website.

Individual ordinance PDFs have been removed from website. Please let me know if anything additional needs to be done with this.

I am tentatively going to start planning a Bancroft Easter Egg Hunt. Easter is April 4 and I'm hoping by that time we will feel safer have a group event like that.

I am working with the graphic designer who created our new logo to remove the 50. I hope to have this completed before the February newsletter goes out.

Public Services

Commissioner Chumbley reported that Rumpke missed some cans this week. He contacted them and they were picked up. Contacted Mike Borders about updating street lights with LED's in the near future.

Police Department

Mayor Magers gave the following report.

1. We began the search for a new police chief. We have one resume submitted so far. We interviewed the candidate once by telephone, once by Zoom, and once in person. After the interviews we began the screening process, which includes a criminal history check, a background check of all previous law enforcement employers, credit report check, follow-up with references, and all other items required under the Police Officer Professional Standards (POPS) Act. At the completion of the screening process, we will make a recommendation to the full city commission on this candidate.
2. Information regarding a resolution of the building and code violations at 7616 Old Salem Road will be provided as a regular agenda item.
3. I received a complaint about the fence on Maria Avenue that was approved at the December 2020 City Commission Meeting. I reviewed the complaint and the building permit application. There is nothing I could determine that was not in compliance with our ordinances and Louisville Metro Ordinances.
4. I noted in the January 2021 city newsletter about the alarming number of auto thefts in an area within a two-mile radius of Bancroft from November 1st to the end of last year. None were in Bancroft, but that does not mean we are immune from this threat of property crime. An effort was made to encourage residents to lock their cars whenever they are unoccupied.
5. Chief Yeager and I have been working on procedures for a smooth transition to a new police chief, whenever that person is named.

Chief Yeager gave the following report. There were 124 patrols of the city. There were 127 Radar/Traffic zones set up for high Police visibility. There were 32 visits to resident's homes for our "House Watch" program. There was one traffic stop. Warning issued for speeding on Tavener. There were 0 Solicitors stopped. I backed up the Graymoor-Devondale Police Department 2 times. I blocked Bancroft lane while a large branch prevented vehicles from passing. I had 2 warnings issued for trailers in the city. Both were moved. Auto thefts happening all around Bancroft. There was a complaint from a neighbor about the Hess fence not being in compliance. He reviewed and it was in compliance.

Chief added there were stolen cars in the City of Old Brownsboro Place that is adjacent to Bancroft.

Finance and Administration

Commissioner Evers reported \$59,000 in CD's are expiring next week. We will not renew these CDs due to very low interest rates. The interest rates on CD's right now, are very low. We could consider moving money into a traditional account for now and look at other options for investing. We could invest in the Kentucky League of Cities Investment Pool (KLCIP). This will be placed on the agenda to discuss the investment options. We will move money into a savings account for now.

Motion made my Mayor Magers to proceed with remediation of bricks and nuisance in the front yard of 7616 Old Salem. A lien will be filed to recover the cost of remediation. Commissioner Borders seconded. The motion passed unanimously.

OLD BUSINESS

1. Proposed Municipal Order Related to Authorization of Expenditures.

Mayor Magers forwarded the final version of the proposed Municipal Order for everyone to review prior to meeting. Motion made by Mayor Magers to accept Municipal Order Related to Authorization of Expenditures that will now be numbered Municipal Order No. 1-2021 Commissioner Chumbley seconded. The motion passed unanimously.

Attorney Schiller asked Clerk Tuthill to make sure this gets in the right place in the ordinance book the next time it is published.

2. Progress on the Hiring Process for New Police Chief

A Resume was received, and Mayor and Chief Yeager interviewed candidate three times. By phone, zoom and in person. Background check and fingerprinting were performed by Kentucky State Police. Mayor Magers has contacted police departments he worked for in the past for employment information required by the POPS Act. Mayor Magers at the conclusion of the background investigation and interviews will make a recommendation to the commission. Mayor Magers will hold a special meeting for the commission to meet the candidate. We are doing our due diligence in screening any applicants.

At this time a motion was made pursuant to KRS 61.810 and KRS 61.815 by Mayor Magers, seconded by Commissioner Chumbley, and carried by a majority vote in the open public session to go into Closed Executive session under section C of the Open Meetings Act to discuss the pay schedule and benefits package for the next police chief.

During the Closed Executive session of the City of Bancroft meeting the Commissioners discussed the pay schedule and benefits package for the next police chief and no other matters than those publicly announced prior to convening the closed session. No final action was taken during the closed meeting.

The Public Meeting resumed and a motion was made by Mayor Magers, seconded by Commissioner Mike Borders and carried by a unanimous vote to approve a pay schedule and benefits package for the next police chief.

NEW BUSINESS

1. Appointments of superintendency for each city department

Mayor Magers made a motion to appoint commissioners for superintendency of each city department in 2021: Commissioner Evers - Finance and Administration, Commissioners Chumbley - Public Services, Commissioner Mike Borders - Maintenance, and Commissioner Jaimie Schapker - Communications. Commissioner Evers seconded. The motion passed unanimously.

2. Appointment of Mayor Pro Tem

Mayor Magers made a motion to reappoint Ed Evers Mayor Pro Tem for 2021. Commissioner Chumbley seconded. The motion passed unanimously.

3. Appointment of the City Ethics Enforcement Agent

Mayor Magers made a motion to reappoint Tom Heavrin as the City Ethics Enforcement Agent. Commissioner Chumbley seconded. The motion passed unanimously.

4. Appointment of the City Engineer

Mayor Magers noted that the office of City Engineer is vacant. Chuck Woods does not wish to continue in this position. We need to keep searching for someone for the position. We may need to hire a small engineering firm if no one volunteers.

5. Recognition of Chief Tony Yeager for his service to the City of Bancroft.

Mayor Magers wanted to take time to recognize Chief Yeager for his nearly 8 years of work as police chief. Mayor Magers praised Chief Yeager for his work in keeping the City of Bancroft safe during his tenure. Mayor Magers “virtually” presented a plaque to Colonel Anthony J. Yeager recognizing him for his outstanding performance of duty as the police chief of the City of Bancroft. The plaque will be presented in person on Friday.

Chief Yeager thanked City of Bancroft for opportunity to work here.

6. Resolution regarding authorization to sign the new Spectrum/Charter Franchise Agreement.

We previously passed a cable franchise ordinance We have now received Franchise Agreement from Spectrum Communications and Mayor Magers needs to sign as representative of city.

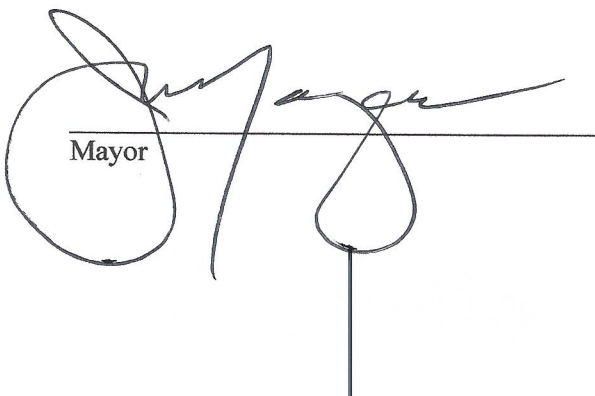
Mayor Magers made a motion to pass Resolution No. 1-2021 authorizing him to sign the Franchise Agreement for the City of Bancroft with Spectrum Mid-America, LLC granting a ten (10) year, non-exclusive franchise for a communications system within the city limits of Bancroft. Commissioner Chumbley seconded. All in favor and the motion passed unanimously.

7. Legal actions to remediate code violations 7616 Old Salem Road.

At this time a motion was made pursuant to KRS 61.810 and KRS 61.815 by Commissioner Borders, seconded by Commissioner Evers, and carried by a majority vote in the open public session to go into Closed Executive session under section C of the Open Meetings Act to discuss legal actions involving The City of Bancroft with the owner of the property at 7616 Old Salem Road concerning remediation of code enforcement violations.

During the Closed Executive session of the City of Bancroft meeting the Commissioners discussed legal actions to remediate code violations at 7616 Old Salem Road and no other matters than those publicly announced prior to convening the closed session. No final action was taken during the closed meeting.

The Public Meeting resumed and a motion was made by Commissioner Ed Evers, seconded by Commissioner Paul Chumbley and carried by a majority vote to instruct Attorney Schiller to initiate legal actions to remediate code violations at 7616 Old Salem and file a lien on the property.



Mayor

City Clerk