

MINUTES FROM JUNE 10, 2021 BANCROFT SPECIAL MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:01 P.M. on Thursday, June 10, 2021, by Zoom videoconferencing Louisville, Kentucky. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Paul Chumbley, Commissioner Mike Borders, Commissioner Jaimie Schapker, Clerk Shannon Tuthill, Treasurer Arnold Shaikun and Police Chief David Mudd. Residents Ryan Scinta and Adam Traylor.

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 2021 meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Chumbley seconded. Mayor Magers explained that he more accurately described the discussion over the tax and budget ordinances and made those changes to the minutes taken by the clerk. 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 she hand-delivered paycheck to Chief Mudd. Due to my vacation his direct deposit was delayed so I process paper check and hand delivered.

Clerk Tuthill was contacted by a mortgage servicing company from California regarding the property owner on Tavener with unpaid 2020 taxes and provided payoff information and she said they would be sending payment, but it has not yet been received. No information on the unpaid taxes for the home at 7616 Old Salem.

Processed clerk reimbursement check and had Commissioner Evers sign.

Received an email from a resident asking to help connect families with children in the neighborhood. I forwarded the email to Commissioner Schapker.

Clerk has answered several requests for paid taxes for 2020. Also received and responded to requests from Wells Fargo and Loretta Tax Service for information about the 2021 tax bills.

Open records request received by email and US mail pertaining to police records. I promptly forwarded to Chief and Mayor to review and provide information.

Retrieved signs for city wide yard sale from storage unit and delivered to commissioner Schapker.

Mail has been picked up two to three times per week. Any pertinent mail was emailed to Mayor.

Everything else running smoothly.

Mayor's Report

1. On May 19, 2021, I attended a KLC sponsored, one-hour information session on Publication Laws. This addressed the requirements of cities to publish advertisements in the newspaper and the other acceptable methods in accordance with KY law.
2. The American Rescue Plan (ARP), federal funding for states and municipalities, is starting to be published. This is a dynamic situation with information being received daily this week. More guidance was received and submitted to Commissioner Evers and Treasurer Shaikan to determine what if anything we are eligible to receive and whether to initiate the process to received federal funds under ARP.
3. On May 20, 2021, I attended the regular monthly meeting of the Jefferson County League of Cities (JCLC). The meeting focused on the proposed changes to the Land Development Code. The proposed changes would change the rules for requesting approval for Accessory Dwelling Units (ADU). Currently conditional use permits are required to be received at a public hearing. In home rule cities, mayors and clerks in a city where an ADU is requested must be notified. Under the proposed changes home rule cities will not be notified of an ADU application prior to the public hearing. The JCLC opposes this proposed change in the Land Development Code. At the May 20, '21 Board meeting JCLC adopted a position against a proposed ordinance (#0-201-21) that would amend the chapters of the LDC dealing with Accessory Dwelling Units (ADU), (formerly Accessory Apartments), being constructed on a residential lot. The change would allow some units to be able to be built without going through the Conditional Use Permit (CUP) process as now required and the broad range of individuals to be notified.
4. On May 27, 2021, I attended a KLC Zoom Webinar titled, Legislative Updates, presented by the KLC Executive Director J.D. Chaney.
5. I received an inquiry from a new resident on the procedure for submitting a building permit application for a shed. The residents were directed to the city website for the form to submit the application.
6. I received an inquiry about a fence erected in the 7500 block of Maria Avenue. It was determined a building permit application had not been submitted. The homeowner was contacted, and he will submit an application for consideration at the July 2021 meeting.
7. I received an inquiry about the fence that is on the border between Bancroft and Louisville Metro at 7400 Maria Avenue. The question was who owned the fence. Did the fence belong to the homeowner or to the City of Bancroft? I had no immediate, definitive answer, so I am researching that question. There was discussion of who would own the fence and no one on Commission has any information about it. The answer to this inquiry requires further investigation.
8. Evan and Hope Stork were approved in December to build a deck and they are working on it but have not completed. The permit states that it is good for 6 months. They submitted an emailed request for extension to Mayor requesting extension of three months on permit to complete deck. The commission approved the extension.

City Maintenance

Commissioner Borders reported that two trees near the entrance to Bancroft Lane are going to be removed when the pavement is dry. They are large and a crane is needed.

The tree hit by a car is staked and is on track to make a full recovery.

A few of the new trees on Bancroft Lane are in distress and our vendor has been notified but was already aware of the situation and taking corrective actions.

Mulch and fertilizer are an annual maintenance event for Bancroft Lane this time of year.

Drainage in Old Orchard Court continues to be a problem as the one pipe is inadequate for several reasons. Most recently the pavement directing water down Maria away from the court has failed and needs to be repaired. Concrete would probably work better and last longer.

Communication and Public Outreach

Commissioner Schapker reported Newsletter report: Total Opens 355, Unique Opens 127, Total Clicks 31, Unique Clicks 20, Recipients Who Clicked 18.

Purchased ad for Yard Sale with CJ. Placed signs along main roads around the neighborhood.

Planning 4th of July "Bike Parade" for July 5. Would like to shut down Wesleyan Place, Tavener and Old Salem for the parade route and an area to enjoy treats after the parade.

Mayor added that we need to work with Chief Mudd on how and if to close streets.

Public Services

Commissioner Chumbley had nothing to add to written report. There is no additional news from Rumpke about a contract extension later in the fiscal year when the current agreement expires.

Police Department

Mayor Magers gave the following report.

Regarding the nuisance complaint at 7616 Old Salem Road regarding high grass, the grass has been cut by a person claiming to be a tenant. He stated he had a lease and will be taking care of cutting the grass and maintaining the property. That concluded the high grass nuisance complaint. It was brought up that the City of Bancroft never received a permit for a rental property. Chief Mudd added that he requested tenant provide a copy of lease agreement and he has not complied.

We received an open records request for information on all arrests and citations from January 2020 to present, any complaints of police misconduct, and the policy on traffic stops. The request came from a local law firm.

Chief Mudd's End of Month report is as follows.

There were 22 patrols of the city. There were 16 Radar/Stop Sign details performed for high police visibility. There were 36 traffic stops made for traffic infractions. There were 13 citations issued: 9 for Registration/License infractions, 3 for Disregarding a Stop Sign, and 1 for Speeding. There were 23 warnings issued. There was 1 arrest made for outstanding warrants. There were 4 warnings given for parking infractions. There were 7 days of bike patrol. There were 45 visits to residents' homes for the

“House Watch” program. There were 3 vehicles towed due to cancelled plates and other registration/insurance issues. There were 4 assists to other agencies: LMPD - 1, Graymoor Devondale - 2, and Northfield - 1 (this was an assist on the pursuit of an armed robbery subject at US Bank on Brownsboro Road) There was 1 suspicious person located behind 7511 Greenlawn (was tree trimming company) There were 5 ordinance investigations: 3 at 7616 Old Salem regarding high grass and new caretaker, 1 at Greenlawn and Old Salem regarding Stop Sign/safety issue 1 at 7505 Adler regarding high grass. There was 1 need for traffic control during neighborhood Frisbee Golf Tournament

I attended Adult/Pediatric First Aid/CPR/AED certification training at the American Red Cross.

I attended the May Bancroft City Commission Meeting (ZOOM).

Finance and Administration

Commissioner Evers reported that regarding the KLCIP Fund we established, we are waiting for the account number and then we can move forward to transfer funds.

Mayor asked that on the financial statement profit and loss. Elected official’s compensation shows \$1800 when we budget for \$925. Treasurer Shaikun said it was paid in July for previous fiscal year. Could provide reports to different departments periodically to keep them from going over budget.

OLD BUSINESS

1. Discussion of options for appointment of the City Engineer

Nothing new to report.

2. Resolution expressing interest in obtaining AT&T fiber optic internet service for residents of the City of Bancroft

Nothing new to report.

NEW BUSINESS

1. Building Permit Application from Ryan Scinta for a deck at 7401 Maria Avenue

The application requests a 20 x 12 pine deck on rear of home. Mr. Scinta submitted a drawing of the planned deck. He is also waiting on a Louisville Metro permit as well because of the size. Mayor Magers made a motion to approve the deck pending the receipt of the Louisville Metro permit. Commissioner Chumbley seconded. All in favor and motion passed.

2. Building Permit Application from Adam Traylor for a storage shed at 7608 Old Salem Road.

Adam Traylor at 7608 Old Salem Road would look 10 x 10 building shed on property. Presented plans and quotes from two companies for same shed. Commissioner Evers made a motion to approve the building permit. Commissioner Chumbley seconded. All in favor and shed was approved.

3. Second Reading of the FY 2021-2022 Budget and Tax Ordinances

Commissioner Evers explained that we just learned that our insurance premium for liability insurance increased by about 100% and this will cause an overage in the budget proposed in the first reading in June. We need to revise budget ordinance to cover the increase in insurance premium. Question raised

on if we should look at other options for insurance at a better rate. Mayor Magers said that LAGIT has been the best rate available. A revised budget will receive a first reading in this meeting.

Commissioner Evers proceeded with the first reading of Ordinance No. 2, Series 2021 – An Ordinance Adopting a Budget for the City of Bancroft, Kentucky for the Fiscal Year Ending June 30, 2022.

Commissioner Evers made a motion to approve the first reading of Ordinance No. 2, Series 2021. Mayor Magers seconded. All in favor. We will need to hold a special meeting this month for the second reading of Ordinance No. 2.

Commissioner Evers proceeded with the second reading of Ordinance #1, Series 2021 - An Ordinance of The City of Bancroft, State of Kentucky, relating to the 2021 Real Property Taxes. Stating a property tax rate at .345 cents per \$100. Commissioner Evers made a motion to accept Ordinance #1 series 2021, Mayor Magers seconded. All in favor and the motion passed unanimously.

After consultation with commissioners' schedules, Mayor Magers will call a special meeting on June 24th at 7:00 pm.

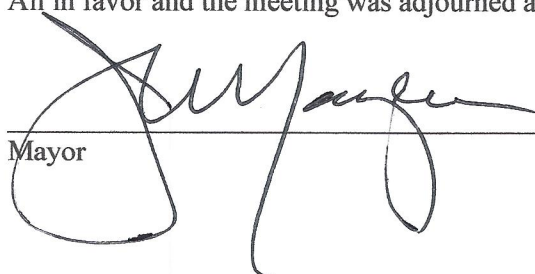
4. Federal Funding Under the American Rescue Plan (ARP)

Commissioner Evers said previously discussed about whether to apply for federal funding provided to all municipalities under the American Rescue Plan (ARP). He noted we are approaching the deadline to apply. The federal guidance on use of ARP funding were changing are likely to include additional uses in the future. The Kentucky League of Cities was encouraging cities to apply for the funding. Unused fund must be returned but there will be at least a four-year window to use the funds. Treasurer Shaikun stated that if we received ARP funding, we would need to place the funds in a separate account. Mayor Magers referred commissioners to the Kentucky League of Cities ARP website for further information on ARP. We have until 2024 to use the funds. The commission unanimously decided to proceed with the ARP application.

5. Selection Of a Physical Location for City Commission Meetings When the Governor's Covid-19 Emergency Declaration Is Lifted.

In accordance with Senate Bill 150 passed last year by the Kentucky legislature we can continue to have our meetings on Zoom and not in a single physical location, provided there is an emergency declaration by the Governor. Governor Beshear has not revoked the emergency declaration so we can continue Zoom meeting but with things opening quickly and it appears that soon we will need to return to a physical location where we would invite people to attend in person. This could occur as soon as July, so we need to establish a physical location for our city commission meetings. Commissioner Evers indicated he would again seek to reserve the first floor conference room of the Churchill Downs building off Hurstbourne Lane near Shelbyville Road. A potential alternate site would be Mayor Magers garage weather permitting.

Commissioner Schapker made a motion to adjourn the meeting and Commissioner Borders seconded. All in favor and the meeting was adjourned at 8:50 pm.



Mayor

City Clerk