

MINUTES FROM APRIL 14, 2022 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:04 pm on Thursday, April 14, 2022, at The Churchill Downs Building, 600 N. Hurstbourne Lane, Louisville, Kentucky. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Paul Chumbley, Commissioner Mike Borders, Treasurer Arnold Shaikun, Police Chief David Mudd, and resident Adam Traylor. Absent: Commissioner Jaimie Schapker.

REVIEW MEETING MINUTES:

Mayor pro tem Evers proceeded to review the March meeting minutes. Commissioner Evers made a motion to approve the minutes. Mayor Magers seconded. All in favor and the minutes were approved.

REPORTS:

Clerk

Clerk Tuthill gave the following report. American Legal has updated our ordinance book and I have supplemental pages for everyone.

On Monday March 7th I received an email from "David Mudd" asking that I change his direct deposit information. This did not come from the chief@cityofbancroft email address but that didn't alert me because I have received emails in the past from the chief's personal email address. I responded and asked that the direct deposit form be completed. I thought I had copied the chief email address on this request. I changed the direct deposit for Chief Mudd as the email requested to another bank account for the next payroll. One week later Chief Mudd texted and informed me that he had not received his paycheck. It took several more text conversations to realize that he had not requested this direct deposit but that it was a scam. Chief Mudd took over and contacted the bank where the deposit had been made. I contacted Quickbooks immediately and completed a report with them to try and recover the funds. I also immediately issued Chief Mudd a paper check and delivered it to his home for his missing paycheck. Thanks to Chief Mudd's timely response we were able to recover all the funds that were fraudulently issued. The missing funds were returned to our bank account on Monday of this week. I also received an email asking that I update the direct deposit for Jaimie Schapker but I immediately knew this was a scam as she is a volunteer that does not receive a paycheck.

I went to storage unit and retrieved Easter supplies and delivered to Commissioner Schapker.

Met with Treasurer Shaikun to sign checks.

With Commissioner Schapker's help I was able to once again create and distribute newsletter with Mailchimp.

Quarterly payroll forms completed and submitted.

While on vacation last week I received a text from Chief Mudd that the gas card had been shut off for non-payment. I was not able to contact them while I was out of town but knew that I had mailed a timely payment for the March statement. As soon as I returned home, I contacted Thorntons and provided them with the check number and date mailed. They checked and never received our payment. They asked that I make a payment immediately over the phone. I had to do an electronic payment for March and April as it was now April 8 and both payments were now due. I called back to request that they remove the late

fee and was told the only way they would agree to remove is if we signed for electronic statements which I have done.

Purchased new version of QuickBooks.

Mayor's Report

Mayor Magers gave the following report:

1. I was informed of the following regarding the ARPA funds we received.
 - The first reporting period ended March 31, 2022. Bancroft must now submit an expenditures report by April 30, 2022, using the U.S. Treasury ARPA portal.
 - We received additional ARPA funding in the sum of \$197.00 that was our allocation of reallocated funds from Kentucky cities not accepting ARPA funds.
 - We have been notified we will soon be receiving our second tranche of ARPA funds, generally in the same amount as the first tranche.
 - There will be a Kentucky League of Cities webinar update on ARPA reporting requirements on April 19, 2022, from 2:00-3:00 PM. I have registered for this informational webinar.
 - I called KIPDA to inquire about their program to do ARPA reporting for Kentucky cities. KIPDA informed me they were not accepting any more clients until they assess their ability to take on more clients.
 - I contacted KLC and they gave the contact information for two legal/financial firms that are taking cities as clients for ARPA reporting.
 - A discussion about potential expenditures using ARPA funds is included later in this meeting.
2. The Kentucky Legislature passed a bill allowing public agencies to conduct videoconferencing of regular meetings, without the restrictions of also requiring a physical location to view the videoconference meeting. The requirements to videoconference without a physical location include: 1) No two members of the public agency are videoconferencing from the same location, if they are, then a physical location must be available to the public. 2) Members of the public agency must be visible at all times on the videoconference. If a member is not visible, the meeting stops until they reappear. 3) Proper notice on how to attend the videoconference meeting must be provided.
3. I was notified by the Kentucky Department of Local Government that all KY cities inadvertently received double payments of municipal road funds. Rather than asking all cities to return the extra payment, DLG will deduct the duplicate payment from the May road fund payment.
4. I am announcing that I do not intend to run this November for re-election as mayor. I have served two terms as mayor, and I strongly believe in term limits for mayors. For the purposes of a smooth transition to a newly elected mayor, I will run for a two-year term as city commissioner. The deadline to file for the election is June 7th.

City Maintenance

Commissioner Borders reported that trees have been planted on Bancroft Lane, mulch installed, stump ground up. Fence on Bancroft Lane Power-washed. Mulch for landscaping should be cleaned up soon. Trying to manage the costs with a different vendor. MSD drainage project is incomplete. The vendor claims they need everything to dry out which could take months.

Communication and Public Outreach

Commissioner Schapker was not present but left the following report. The Easter egg hunt was a success. About 40 kids participated and a lot of new families came out, so it was nice to meet many new residents. In total, it only took up \$250 of my budget.

The yard sale will take place from 8 a.m. until 1 p.m. on Saturday, June 11. I will take out ads in the CJ in May. The cost for that will be \$40.

The 4th of July bike parade will take place on Saturday, July 2 at 11 a.m. I have reached out to the Kona ice truck to come out.

I have requests sent to book food trucks for the third Sunday of every month from May until September. Good Belly, who was supposed to come out Sunday but couldn't due to mechanical issues, has already confirmed for July.

Ed - you mentioned the last meeting you were going to send out a spreadsheet for us to enter our budget items for next year. Has that been sent? As I am putting in my numbers for events this year, I can just transfer them over.

Public Services

Commissioner Chumbley gave the following report regarding waste service. Received the signed Rumpke waste services contract. Received a report of yard waste that had been set out but not collected along Tavener Drive. Contacted Rumpke and confirmed with resident that Rumpke collected it. Continuing through December 2022, yard waste will be collected weekly.

Police Department

Chief Mudd gave the following report. There were 21 days of patrol in the city. There were 30 Radar/Stop Sign details performed for high police visibility. There were 4 dispatched calls for service: There were 53 traffic stops made for traffic infractions. There were 11 citations issued - charges included: No/Expired Registration Plates - 6, Speeding - 1, Instructional Permit Violation - 1, No Operators License - 1, Disregarding Stop Sign - 2, Disregarding TCD - 2, No Insurance - 6 Operating on Suspended - 2. There were 41 verbal warnings and 1 written warning issued. There were 0 motorist assists. There were 0 arrests. There were 0 warnings given for parking infractions. There were 5 days of bike patrol. There were 60 visits to residents' homes for the "House Watch" program. There were 0 vehicles towed. There was 1 assist to other agencies: Northfield - 1. There were 0 ordinance investigations. I attended the February Commission meeting.

Chief Mudd added that he now has the body camera. Discussion about learning to use it and the benefits.

Chief Mudd also reported that he had a traffic stop where a handgun was confiscated. The handgun was forfeited to the city and could be used as a backup weapon. Mayor Magers asked what should the city do with it?

Mayor Magers made a motion to accept a court approved forfeiture of a handgun for use by our police chief and to be kept in the possession of the police chief. Chief would then return to the City of Bancroft upon his exiting his position with the city. Commissioner Borders seconded. All four in favor and the motion passed unanimously.

Code enforcement complaint at a home on Maria Avenue regarding an abandoned vehicle and unapproved shed and a trailer left in backyard. Chief Mudd conducted a code enforcement investigation confirming the violations. After receiving Chief Mudd's investigative report, Mayor Magers sent an email to the residents indicating they needed to take corrective actions to eliminate the nuisances and comply with the building permit application ordinance. Mayor Magers told the commission the resident replied by email indicating that she felt threatened by the mayor's letter. Commissioners advised that Mayor Magers should contact the city attorney and have him proceed with a letter to the resident demanding corrective action.

Chief Mudd reported on the missing person in Bancroft that has been posted on Facebook. There have been multiple mental health warrants and a criminal complaint filed as well.

Finance and Administration

Commissioner Evers reported that he plans to attend the JCLC meeting on April 21 since Mayor Magers advised he could not attend.

NEW BUSINESS

1. **Building permit application from Jaimie Schapker, 2304 Wesleyan Court, for fence installation.**

Jaimie Schapker submitted an application for a 4-foot dog eared picket fence. Mayor Magers made a motion to accept the permit. Commissioner Borders seconded. All in favor and permit was approved.

2. **Building permit application from Adam Traylor, 7608 Old Salem Road, for free-standing pergola.**

Adam Traylor was present and explained he would like to remove an existing pergola and replace with a new freestanding pergola. Mayor Magers made a motion to approve the permit. Commissioner Borders seconded. Explained should be approximately 12x16 when installed. Poly carbonate roof, douglas fir or cedar construction. All four in favor and permit was approved.

3. **Building permit application from Beau Banz, 7408 Keisler Way, for a front porch portico**

Resident Banz submitted plans and a proposed picture. Mayor Magers made a motion to accept the permit. Commissioner Chumbley seconded. All in favor and permit was approved.

4. **Discussion of proposals for use of ARPA Funds**

Discussed in Mayor's report.

5. **Discussion of amending the city ordinance on the location of our city commission meetings to allow for video-conferencing of regular meetings in accordance with recent changes in the open meetings law that will be effective later in 2022**

Mayor Magers explained that the law has changed so that regular meetings can be held by videoconferencing, and it does not have to be a special meeting. This ~~will~~ change will become law in July. We could change ordinance to meet online, but we would have to keep it online only. One potential option is to change the ordinance to allow for either in person location or video conference. Mayor Magers indicated he would contact the Kentucky League of Cities to see if that option is legally possible.

6. Preliminary discussion of FY 2022-2023 Budget and Tax Ordinances

Commissioner Evers passed out an excel spreadsheet to show the current budget with a space to set out amounts for the FY2022-2023 budget.

Asked that everyone use this spreadsheet to plan their budget for the new fiscal year. Raised issue about the increase in attorney fees that are accumulating for the Old Salem foreclosure action. Would like to have this next month because we need to plan for a first reading in June.

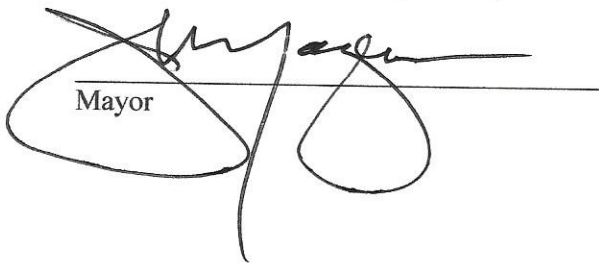
We will need to purchase a new radio for police vehicle. Louisville Metro has changed their radio system. For Chief Mudd to continue to be able to communicate with LMPD officers while on patrol, we need to purchase a new radio for \$3500. We should be able to use ARPA funds for the purchase.

ARPA funds can be used for helping the community through grants to non-profit organizations that may support social services for Bancroft residents, but we would have to account for how the non-profit organization uses the fund.

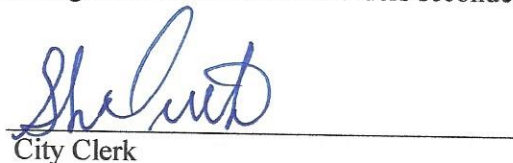
Election

The deadline to file for the November election is June 7th. Mayor Magers has been serving as mayor since 2015. This is two terms. He stated he believes in term limits, and he is not going to run for mayor in the next term. He will run for commissioner which is a two-year term. Commissioner Evers stated he will run for mayor if no one else does.

Commissioner Chumbley made a motion to adjourn the meeting and Commissioner Borders seconded. All in favor and the meeting was adjourned at 9:06 pm.



Mayor



City Clerk