

## MINUTES FROM AUGUST 9, 2023 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Ed Evers at 7:00 P.M. on Wednesday, August 9, 2023 at St. Albert the Great School, Louisville, Kentucky. Those present: Mayor Ed Evers, Commissioner Jeff Magers, Commissioner Gerrie Leppert, Commissioner Jaimie Schapker, Commissioner Paul Chumbley, Treasurer Arnold Shaikun, Chief David Mudd and resident Debra Hall. Absent: Clerk Shannon Tuthill

### **REVIEW MEETING MINUTES:**

Mayor Evers proceeded to review the July meeting minutes. Commissioner Magers submitted a clarification of SOP that we would like changed in the July minutes and Mayor Evers agreed to follow up on those changes. Commissioner Magers made a motion to approve minutes as amended by Commissioner Magers. Commissioner Schapker seconded, all in favor and the minutes were approved with changes.

### **REPORTS:**

#### Clerk

Clerk Tuthill gave the following report. I met with Treasurer Shaikun to sign checks and provide month end reports. Created and distributed July newsletter with Mailchimp.

Resident Hyman on Tavener called to inform me they were selling their home and asked if I needed anything from them. Just let them know to make sure the taxes are covered in the closing.

I submitted paperwork to renew Notary Commission.

Processed payroll tax forms.

Received notification from Extra Space Storage that they are raising our rental fee to \$118.00 per month.

Sent letter to PVA with Tax rate ordinance and requested tax bills be printed.

I will not be able to attend the August 9th city commission meeting. I am traveling from July 29-August 10 but will be reachable by phone and email if necessary.

#### Mayor's Report

Mayor's report including the following Mayor's Notes.

July brought us our Independence Day bicycle parade that was attended by a large group of children and their families. Fortunately, the day was beautiful; no rain and not too much heat. Commissioner Jaimie Schapker did a great job of organizing the parade, complete with patriotic red, white, and blue decorations for any bikes that wanted it. July saw an accident on Bancroft Lane. A contractor had a problem of control arise in his pickup. It swerved out of control and ran into 2 of our mature trees. There was some damage to the trees. I personally drove through the lane a couple of hours after the incident just as the tow truck was loading the pickup. The accident along with wind and rain damage earlier in the year has kept our newest commissioner busy. She is doing stellar work keeping the city in good shape. As many of you know, we have a home that has been in foreclosure for some time. The court finally had approval to sell it on July 21. With no advance notice the lender on the home cancelled the sale however, saying they will have it on the market soon. Today, 7/26 the receiver file a report stating that the home is now ready for sale. Soon, maybe? Finally, before I write again, school will have started. I remind you all that stop signs

are there for everyone's safety. With children on the streets going to or coming from school, we need to pay close attention to the road. Enjoy the summer. You do know it will go away again.

### **City Maintenance**

Commissioner Leppert reported routine maintenance was completed including grass cutting and weeding of all cul-de-sac beds.

Orange paint removed from fence on Bancroft Lane. This was completed by Matt Meiner. Truck accident on Bancroft Lane resulted in two trees being damaged. Commissioner requested that Bancroft's arborist evaluate these trees and he stated that over 50% of the bark had been sheared off the tree's trunk. He stated that this damage will cause the death of the trees over the next two years. The arborist submitted to Commissioner his estimate of replacement costs for the trees. That estimate was given to Mayor Evers for him to follow up with a claim against the company whose truck caused the damage. An additional branch fell on Bancroft Lane during the month and impeded traffic flow. The branch was cleared away by Matt Meiner.

### **Communication and Public Outreach**

Commissioner Schapker had nothing new to report at this time.

### **Public Services**

Commissioner Chumbley had nothing new to report at this time.

### **Police Department**

Commissioner Magers gave the following report.

Recently, I asked Chief Mudd to do some price comparisons for a fuel provider for our police vehicle. Currently, we have a Wex account and purchase fuel at Thornton's. As part of the process he obtained one of the Wex detailed purchase statements to determine our cost per gallon, with the tax exemption. During conversation with a Wex representative, he was told they had not received an updated tax-exempt form when they changed their billing system in 2018. I recommend the following actions.

- 1) This form needs to be completed by Shannon and signed by Ed, then submitted to Wex. (see attached)
- 2) We need to explore if there is a way to recoup some of the tax we paid.
- 3) We need to determine the reason this was not discovered until now.
- 4) We need to review our internal financial management controls to determine if there are other areas we are paying taxes due to tax exempt forms not being in place. I am adding this to my July 2023 Commissioner's Police Report.

- 2) The information below came from the August 4, 2023 KLC City Limits News Bulletin.

### **Changes in State Purchase Contracts—Limited City Use**

A general exception to the bid requirement to buy goods and services over \$40,000 is the state purchase contract. Cities can purchase from the state purchase contract because the state [F]inance [C]abinet competitively bids out specific goods and services commonly used by state government and enters into master contracts to lock in pricing. Unfortunately, this process was not utilized for vehicle vendors for the 2023/2024 fiscal year. The state master vehicle contract no longer includes a negotiated or bid vehicle price. Instead, it now contains a list of approved vendors only. State government agencies can use the master contract but must obtain three quotes from the approved vendor list. That option is not available to local governments because KRS 424.260 and KRS 45A.345-45A.460 do not authorize a local

government to obtain quotes in lieu of bidding. To date, this is the only category of state master contracts that lack a competitively bid or negotiated price. KLC will provide updates if this changes. This means that unless the state Finance Cabinet includes a negotiated or bid price for vehicles on next FY year's state master vehicle contract, then we will need to obtain bids for a new police vehicle purchase in FY 2024-2025.

Chief Mudd gave the following monthly patrol report. There were 21 days of patrol in the city. There were 17 Radar/Stop Sign details performed for high police visibility. There were 4 calls for service. There was 1 NIBRS report taken: Theft from Vehicle less than \$500. There were 48 traffic stops made for traffic infractions. There were 15 traffic citations issued - charges included: Disregarding Stop Sign:8, Operating on Susp OL:3, No Insurance:7, Improper Registration:6, No Operators License:5, Obstructed Vision:1. There was 0 Written Warnings issued. There were 33 verbal warnings issued. There was 1 motorist assist. There was 1 arrest: Warrant Served. There were 0 written warnings given for parking infractions. There was 1 day of bike patrol (heat). There were 80 visits to residents homes for the "House Watch" program. There were 2 vehicles towed. There was 1 assist to other agencies: Lyndon:1. There were 0 ordinance investigations: I attended the July Commission Meeting. I had the oil changed on the police cruiser. I attended the July 4th Bancroft Parade.

He added that since completing his report, a car was stolen out of people's garage, 7407 Glen Arbor.

### **Finance and Administration**

Mayor Evers had no new report.

### **OLD BUSINESS**

#### **1. Update regarding 7616 Old Salem Road**

Nothing new to report.

#### **2. Street Lighting Proposal**

No updates at this time.

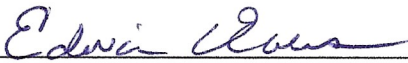
### **NEW BUSINESS**

#### **1. Resident Complaint Regarding property at 2318 Tavener**

This complaint was brought to commission meeting by neighboring Bancroft resident regarding the deterioration of the driveway. The property has been cited before and nothing has been done. Resident presented pictures of deteriorated driveway and home. Concerns - asphalt and rock and mud goes out into street both ways. This is affecting their ability to mow their yard. Deck is deteriorating - concern regarding property values and termites. What can be done?

Plan: To initiate action the Resident who complained must submit a formal complaint to Chief Mudd, in accordance with the requirements of the Bancroft nuisance ordinance. Chief Mudd will then submit an investigative report to Commissioner Magers. If a nuisance exists, Commissioner Magers will submit a recommendation to Mayor Evers, who will then submit to City Attorney Schiller to send out the formal notice to the homeowner.

Commissioner Chumbley made a motion to adjourn the meeting and Commissioner Schapker seconded. With no further business, the motion was approved unanimously and the meeting was adjourned at 7:47 p.m.

  
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Mayor

  
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City Clerk