

MINUTES FROM MAY 10, 2023 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Ed Evers at 7:06 P.M. on Wednesday, May 10, 2023 at St. Albert the Great School, Louisville, Kentucky. Those present: Mayor Ed Evers, Commissioner Jeff Magers, Commissioner Jaimie Schapker, , Commissioner Paul Chumbley, Treasurer Arnold Shaikun, Clerk Shannon Tuthill, Chief David Mudd. Absent: Commissioner Gerrie Leppert.

REVIEW MEETING MINUTES:

Mayor Evers proceeded to review the March meeting minutes. Commissioner Chumbley made a motion to accept the minutes. Commissioner Schapker seconded. All in favor and the March minutes were approved.

Mayor Evers proceeded to review the April meeting minutes. Commissioner Chumbley made a motion to accept the minutes. Commissioner Magers seconded. Some discussion about one minor change in spelling. The motion passed unanimously and minutes were approved.

REPORTS:

Clerk

Clerk Tuthill gave the following report. Met with Treasurer Shaikun to sign checks and provide month end reports. Created and distributed April and May newsletter with Mailchimp. Processed a small amount of insurance tax proceed checks.

Still have not received tax payment for 2022 for 7402 Glen Arbor. The new owners have contacted me multiple times to let me know they have notified their lender. Also received email asking for payoff information on the taxes from two different lenders. But payment has still not been received.

I was contacted by the Department of Criminal Justice regarding auditing our police department. I complied with their request for payroll information and employment status of our police chief. Audit was completed and returned to us.

Received preliminary tax role from PVA. I believe this was sent to Mayor and Treasurer also. Received open records request from Gannett publishing regarding off-duty officers and I responded to request as advised by attorney Schiller. Sent letter to a resident that only made a partial payment of their tax bill and advised her that the remainder of the bill was still due with interest. Processed reimbursement for Commissioner Schapker for Easter Bancroft City event.

I was on vacation during the April commission meeting. It is my understanding that the mayor took the minutes from the meeting. I was able to add all commissioners reports and agenda items to the draft minutes and supply to Mayor to complete.

Mayor's Report.

Mayor Evers reported that he has been working on our insurance renewal and requested a bid from KLC insurance service. Finally received a quote of approximately \$7600 this includes little or no deductible.

LAGIT premium is same as last year \$4600. With about \$10000 deductible per occurrence. Mayor will further review and create a spreadsheet to discuss with commission at next meeting.

Mayor Evers also said he would like to see website improved to be more attractive. Asked if Commissioner Schapker could look into this for the future.

City Maintenance

Commissioner Leppert was not present but left report that the only activity that took place under maintenance this past month was the power washing of the fence on Bancroft Lane.

Communication and Public Outreach

Commissioner Schapker reported the following. Will place ads for yard sale and put out signs.

Public Services

Commissioner Chumbley had nothing new to report. Just reminding everyone to set trash out early and yard debris should be weekly.

Police Department

Commissioner Magers gave the following police commissioner report.

1. On April 29, 2023, I completed the required federal ARPA expenditure report that was due on April 30th.
2. Chief Mudd successfully passed the CJIS audit from the Jefferson County Sheriff's Office.
3. Chief Mudd met with the KLC Loss Prevention specialist regarding the police department audit for the KLC Insurance Services (KLIC) liability quote for FY 2023-2024. There were several SOP sections the auditor indicated should be added. That will be completed before the May 10th city commission meeting and submitted for approval by the city commission.
4. A complaint regarding a boat and trailer parked at a residence on Hollen Road was forwarded to Chief Mudd. The boat and trailer have been moved.
5. Chief Mudd received a formal nuisance complaint about high grass at 7616 Old Salem Road. Photos were taken and a report forwarded to Mayor Evers to contact City Attorney Richard Schiller. Attorney Schiller was notified and he contacted the court appointed receiver regarding the nuisance violation. The yard was mowed two days later.
6. On April 25, 2023, the Kentucky Department of Criminal Justice (DOCJT) Conducted a KLEFPF compliance audit. The audit reported indicated we were in compliance.

Added that boat in driveway has been resolved by them moving it across the street to a neighbor's property that is not in Bancroft.

Chief Mudd gave the following monthly police report. There were 15 days of patrol in the city. There were 14 Radar/Stop Sign details performed for high police visibility. There was 1 call for service. There were 42 traffic stops made for traffic infractions. There were 7 traffic citations issued - charges included: Disregarding Stop Sign:3, Expired KY OL:1, Obstructed Vision:2, Operating on Susp OL:2, Fail to Register Transfer MV:1, No Insurance:5, Improper Registration:2, Excessive Tint:1, There was 0 Written Warnings issued. There were 35 verbal warnings issued. There were no motorist assists. There were 0 arrests: There were 0 verbal warnings given for parking infractions. There were 2 days of bike patrol. There were 24 visits to residents homes for the "House Watch" program. There were 0 vehicles towed. There were 0 assists to other agencies: There was 1 ordinance investigations. I attended the April Commission Meeting. I assisted with the Annual Easter Egg Hunt. I had MDT hard drive replaced by LMPD MDT Shop after it crashed. I obtained a quote from Motorola for a new police radio. I liaised with Flock to have 8th and final ALPR camera installed (Keisler and Lynn).

Chief added that he received a quote for a new vest as the old one is five years +old and needs to be replaced. This is approximately \$450. Commissioner Chumbley asked if we can use ARPA funds for purchase. Commissioner Chumbley made a motion to research use of ARPA funds to purchase chief vest for police department. Commissioner Schapker seconded. All in favor and motion passed unanimously.

Commissioner Magers made suggestion to hire a part – time officer to cover when chief is off for vacation or training for extended periods of time. This officer may only work one day a week or a few a month. At a pay rate lower then Chief Mudd and allow the officer to do off duty work as well. He suggested we use ARPA funds to try this and see how well it works out. See if this is added protection for city.

Commissioner Schapker said she was not in favor of this. Chief Mudd is a value to city and we don't need another person that no one knows. Commissioner Chumbley asked that we see the numbers and is there another option. Commissioner Magers said he will research the cost further and provide more information to discuss at the next meeting.

Finance and Administration

Mayor Evers presented the planned budget to discuss. JCLC investment account plan is to invest in good dividend stocks. Our market value is increasing even though we don't see it on daily values. We put in \$400,000 a year ago and now it has a \$500,000 value.

Mayor would like to see a city computer be purchased for Treasurer Shaikun that would hold all city information. Commissioner Magers made a motion to purchase a city owned computer for Treasurer Shaikun using ARPA funds. Commissioner Schapker seconded. All in favor and motion passed unanimously.

Commissioner Magers stated that the ARPA report needed to be submitted by April 30. Reporting is complicated and he needs to have another person added to account for reporting. Asked the Mayor pro tem Chumbley be added to responsible persons to do reporting.

Mayor Evers passed out budget spreadsheets for everyone to review. Old Salem lawsuit we are anticipating \$16000 reimbursement for that. Expected income for '23-'24 is \$270,000. Maintenance \$40600. Finance & Administration has gone down from last year. Audit cost is anticipated to increase to almost double. Communications \$4000, public services \$51,600, Rumpke contract will need to be renewed in 2024. Total expense \$250,050.

OLD BUSINESS

1. Update regarding 7616 Old Salem Road

Received email from attorney Schiller that Motion for judgment has been renewed. We should hear in 30 to 60 days. After this should be able to sell property.

2. Update on Flock Progress

Final camera has been installed on Keisler and Lynn. One on Hayward is malfunctioning and not taking pictures. Flock has been advised to repair. Cameras are working and they found stolen vehicle that was used with attempted car break-ins in the neighborhood.

NEW BUSINESS

Commissioner Chumbley made a motion to table discussion on permit for Lauer property. Commissioner Schapker seconded. All in favor and motion passed unanimously.

1. Review of permit application from Farison, 7600 Maria Avenue

Resident Farison submitted plans for interior kitchen remodel. This is interior and we do not need a Bancroft permit for work.

2. Review of permit application from 2400 Tavenner

Resident submitted permit request for a deck pergola. Commission was not provided any supporting documentation for review. Commissioner Magers made a motion to table discussion until we have supporting documents.

Commissioner Schapker made a motion to approve permit once we determine if it has been submitted correctly and fits our building requirements if not acceptable it is tabled. Commissioner Chumbley seconded. Three in favor and one opposed motion carries.

3. Approve New/Updated Police Department SOP sections

Chief Mudd read the proposed revised SOP for the Bancroft Police Department, SOP #26 – Critical Incident Investigation Review and SOP #27 – Community Engagement.

Commissioner Chumbley made a motion to adopt two new policies. City of Bancroft SOP #26 – Critical Incident Investigation Review and City of Bancroft SOP #27 – Community Engagement. Commissioner Schapker seconded. All in favor and motion passed unanimously.

4. First Reading of '23-'24 Tax Rate Ordinance and Budget Ordinance

Mayor Evers proceeded with first reading of “Ordinance #2, Series 2023 – A Ordinance of the City of Bancroft, Kentucky relating to the 2023 Real Property Taxes.”

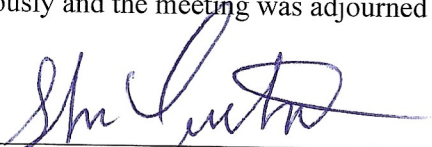
Mayor Evers proceeded with first reading of “Ordinance #3, Series 2023 – A Ordinance Adopting a Budget for the City of Bancroft, KY for the Fiscal Year ending June 30, 2024.”

No substantive changes to either ordinance and will proceed with seconding reading at the June 14 city commission meeting.

Commissioner Schapker made a motion to adjourn the meeting and Commissioner Chumbley seconded. With no further business, the motion was approved unanimously and the meeting was adjourned at 8:55 pm.



Mayor



City Clerk