

MINUTES FROM AUGUST 13, 2025 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 13, 2025 at St. Albert the Great School, Louisville, Kentucky. Those present: Mayor Ed Evers, Clerk Shannon Tuthill, Chief David Mudd, Treasurer Arnold Shaikun, Commissioners, Pam Magers, Erick Berryhill. Residents Rachel and David Joels, Resident Evan Storck. Absent: Commissioners Gerrie Leppert and Brad Baker.

REVIEW MEETING MINUTES:

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

REPORTS:

Clerk

Clerk Tuthill reported that she met with Treasurer Shaikun to sign checks and provide month end reports.

Created and distributed August newsletter with Mailchimp.

The new tax rate ordinance and signed verification page mailed to Jefferson County PVA requesting tax bills be printed.

I contacted attorney Schiller and asked that he file a lien for unpaid property taxes and provided the latest amount due with late fees. He was on vacation when I sent to him so not sure if has been filed yet.

Department of Labor report completed and submitted.

Clerk retrieved the check from Commissioner Leppert for unpaid property taxes and deposited.

I received a letter from Old National Bank on Brownsboro Road offering a free meeting room for city meetings available 24 hours a day free of charge. I was planning to stop by and see the space. If we decided to change meeting locations in the future.

Mayor's Report

Mayor Evers had nothing to report other than items under new business.

City Maintenance

Commissioner Leppert was not present and did not leave a report.

Communication and Public Outreach

The city's website has been updated. The Meeting Minutes, Meeting Agenda, Newsletter, and Financial Statements are now all available and up-to-date. Thank you to Commissioner Baker for the observation that the financial statements were missing. The financial statements have now been posted, with all records from December 2024 to the present available on the site.

Additionally, at the request of Chief Mudd, a post has been made to the city's Facebook page. This post is to inform the community about recent reports of vehicle break-in attempts in an effort to raise awareness.

Please let me know if you have any questions or feedback.

Public Services

Commissioner Magers submitted the following report. Rumpke ran smoothly in July. Successfully addressed resident inquiry concerning acquiring additional re-cycle/trash bins. Posted on Bancroft FB page some reminder info on proper placement of trash, recycle, and yard waste bins.

Met with LGE representatives on Friday, August 8th to discuss LED light installation project. They agreed to send me a contract to present to the Commission August 13th. I also obtained a new, neighborhood lighting map that is much easier to read and it will be available for the Commissioners to view at our regular meeting on August 13.

Police Department

Chief Mudd gave the following report. There were 22 days of patrol in the city. There were 18 Radar/Stop Sign details performed for high police visibility. There were 4 calls for service. There were 40 traffic stops made for traffic infractions. There were 14 traffic citations issued. There was 1 Written Warning issued. There were 25 verbal warnings issued. There were 0 motorist assists. There were 0 arrests. There were 0 warnings given for a parking infraction. There were 46 visits to residents' homes for the "House Watch" program. There were 4 vehicles towed. There was 1 assist to other agencies: NPD – 1. There was 1 Ordinance Investigation - 7501 Adler Way. I attended the July Commission Meeting. I distributed \$10,000 in restitution for victims on a 2023 Bancroft case. I participated in the Bancroft July 4th bike parade. I collected \$2101 and office equipment in asset forfeiture.

Finance and Administration

Commissioner Baker not present but left the following report.

Attached is a summary of July 25 finances. I broke it up into a budgeted (Cash Basis) section on top and a non-budgeted section on the bottom. For the month, we lost \$9,307 on our cash basis budget. Part of the explanation is that revenue and expenses do not occur evenly. For example, we paid \$10,585 in annual liability insurance in July. I have asked Arnold a couple of questions, but I do not believe there are any major issues at this point.

I was tasked to make a recommendation on tax liens at the August 25 meeting. The below email I sent to Ed explains what I think might be a good path. But it should be vetted as I have no prior knowledge or experience with tax liens.

"I called the Jefferson County Attorney today and talked to Dan Albers who oversees Tax Liens. Dan pointed me to KRS 134.420(6) which gives info on Tax Liens for cities under 20,000 residents. Liens may be automatically established for 11 years if we report any Delinquent Tax to the County Clerk, and the County Sheriff may collect on our behalf if we select that option. We may report delinquencies to the County Clerk now, but if not, it looks like a requirement to have liens filed on our behalf. If correct, it could be a clean and cheaper way to address Tax Liens going forward. This may all be old news to you. If not, I would like our attorney to review and help us write (rewrite) an Ordinance. Can you ask him to review and advise?"

I plan to get individually with Ed and Arnold before the next meeting to review Admin to make sure we are all on the same page.

OLD BUSINESS

Nuisance complaint

Residents attended meeting with regard to a nuisance complaint that was filed. Nuisance complaint was discussed by commission.

Motion made by Commissioner Berryhill to accept investigative report from Chief Mudd and close investigation. Commissioner Magers seconded. All three in favor and motion passed unanimously.

City Lighting Study

Commissioner Magers passed out potential contract for moving forward with installation of new LED lights. Resident Storck present because he does not feel there has been much information provided to residents. Commissioner Magers explained that we are at this time just replacing all existing lighting with LED lights. We can then assess if additional lighting is needed. So confirmed as of right now no additional light poles are being added.

Commissioner Berryhill explained that ARPA funds were used to have a lighting study performed. Commissioners went out in the evening to see just how dark parts of the city are with the current lighting. So, the commission agreed to go ahead and replace lights with LED bulbs. He stressed that all residents are welcome to attend meeting to hear what is happening. Resident present asked that residents be made aware of additional lighting changes. Commissioner Berryhill agreed to communicate changes through announcements on the website, newsletter, and social media outlets.

Table discussion until next meeting. Commissioner Magers will take questions back to LG&E.

NEW BUSINESS

1. Municipal Orders: Police banking requirements

Chief Mudd explained that a non-interest-bearing account needs to be opened for asset forfeiture in police investigations. Once a case is closed, we will decide where the money will go and it could be refunded or retained and then moved to an interest-bearing account.

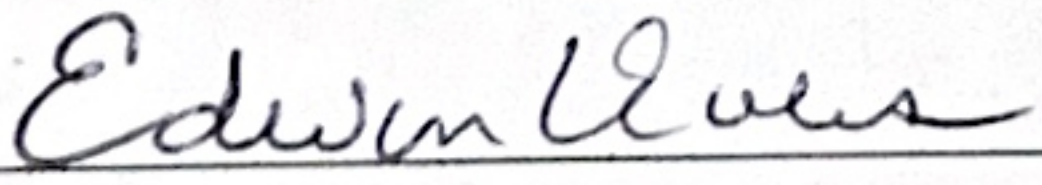
We have already acquired \$2100 that needs to be placed in designated police non-interest-bearing account. The money that will go into our non-escrow account is for police department use only.

Mayor Evers moved to accept Municipal Order No. 3 -2025 – A Municipal Order requiring city establishment of two bank accounts with PNC for police needs. Commissioner Magers seconded. All 3 in favor and motion passed unanimously.

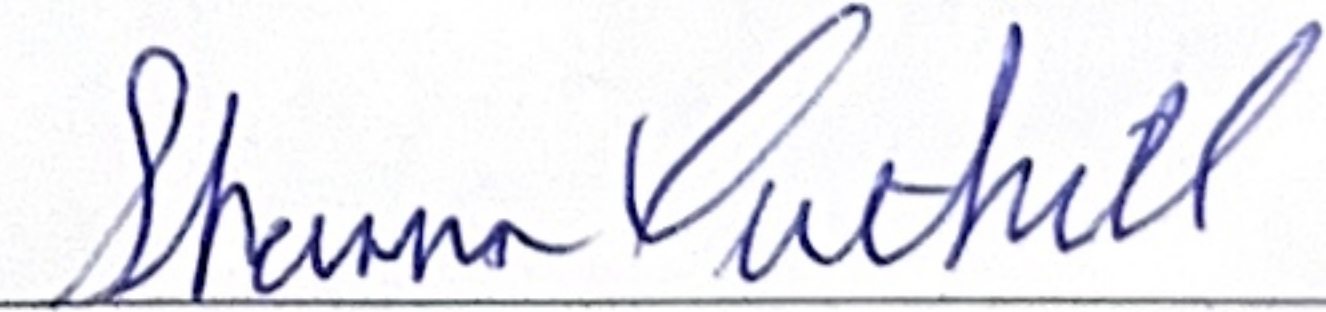
2. Tax Payments

A lien should have been filed on unpaid property tax bill. Will check with Attorney Schiller about time of lien filing.

Commissioner Berryhill made a motion to adjourn the meeting and Mayor Magers seconded. All in favor and the meeting was adjourned at 8:06 p.m.



Mayor



City Clerk