

MINUTES FROM APRIL 9, 2015 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Dimeny at 7:00 P.M. on Thursday, April 9, 2015 at Jefferson Manor. Those present: Mayor Melissa Dimeny, Commissioner Mary Jude Constable, Commissioner Bryan Berman, Commissioner Matt Tungate, Commissioner Jeff Magers, Police Chief Anthony Yeager, City Engineer Chuck Woods and Attorney Katherine Dozier

Mayor Dimeny asked if everyone has had a chance to review the minutes from the March 12, 2015 meeting. There were no corrections or additions, and the minutes were approved.

REPORTS:

Clerks report

Clerk Tuthill was absent and had no report.

City Maintenance

Commissioner Berman reported there were two limbs down on Bancroft Lane which were picked up by Matter Meiners. Commissioner Berman also picked up the trash on Bancroft Lane.

Community Outreach

Commissioner Tungate stated he worked on searching for a new meeting place and will update in old business with regard to that and the city website.

Public Services:

Commissioner Constable reported that the amendment to the garbage contract needs to be signed.

Police Department

Commissioner Magers reported that KY Ops accepted the Bancroft Police Department and Chief Yeager has completed training on electronically submitting police and traffic accident reports on his computer which is a requirement for those departments participating in KLEPF. At some point, it will also be necessary the he be able to write tickets/citations on his computer.

Chief Yeager on his own initiative purchased a refurbished Panasonic Toughbook (which he noted is the computer used by several police departments) for work use only and can now submit reports online. These computers normally retail at \$3,000. His purchase price was \$628.00.

Commissioner Magers discussed that the Commission needed to pass a resolution stating its intent to participate in KLEPF. He moved the Commission adopt Resolution 1, Series 2015 which stated the City's intent to participate in KLEPF. Commissioner Constable seconded the motion and it passed unanimously.

Commissioner Magers provided an update of the police car's fuel consumption since voting to allow Chief Yeager to drive the police car to and from his home beginning in January 2015. Chief Yeager calculated this by fueling up every day when he reported to work and providing those records to Commissioner Magers. Average daily fuel consumption has been between 7.2-

7.9 gallons. Average monthly consumption is about 150 gallons. The total cost for fuel over the three months the Commission wanted it tracked is as follows: 1/15: \$274.09; 2/15: \$299.51; 3/15: \$296.19. The Commission calculated that the annual consumption rate at a cost of \$4.00 per gallon for FY2015-2016 assuming he worked 262 work days would be \$8,384.00.

The Commission discussed allowing Chief Yeager to continue driving the police car to and from his residence for the remainder of the fiscal year and the next fiscal year. The Commission discussed wear and tear on the car, requirement for replacing the car as a result of additional mileage and cost increases. Commissioner Magers and Chief Yeager noted that professionally, police cars were not generally driven for more than four or five years so it would likely be necessary to purchase another car soon regardless of the mileage. After extensive discussion, Commissioner Magers moved to extend the take home car program through the end of the fiscal year 2015 and for the fiscal year 2015-2016 with the intent of reviewing expenses again next fiscal year. Commissioner Tungate seconded the motion and the motion carried unanimously.

Chief Yeager submitted his monthly review into the record for addition to the minutes.

Finance and Administration

Mayor Dimeny reported that work on the amended budget and the new budget continued and would be reviewed in old business.

Old Business

1. New locations for city meetings

Commissioner Tungate reported he is waiting to hear back from three schools. He looked at several places including Barton House, Kentucky Transportation Cabinet, Lyndon and Worthington Fire Departments, Louisville Indoor Racquet Club and the Episcopal Home but for various reasons including handicapped accessibility, availability on the second Thursday night of the month, etc... these locations did not work. Lyndon City Hall on New LaGrange Road does have availability on Thursday nights but there is no restroom availability.

He will continue his search and based on the agreement by the commission will also add churches to his list of options.

2. Creation of City Website

Commissioner Tungate reiterated the need to move forward with a simple website. The Commission discussed and agreed it needed to happen soon. Mayor Dimeny moved to have Commissioner Tungate begin acquiring URLs for the city website. Commissioner Berman seconded the motion and the motion passed unanimously.

3. Enforcement/Adjudication of Nuisance Ordinances

Mayor Dimeny reviewed the revisions to the City's nuisance ordinances and recommended the city change the appeal process so that the Commission and not the Police Department hear appeals. She passed out the draft ordinances for review and requested that Commissioners make comments prior to the first reading in May.

4. Amended Budget for FY 2014-2015/Budget for FY 2015-2016

The Commission reviewed the proposed amended budget for FY 2014-2015. The Commission then reviewed the proposed budget numbers for the 2015-2016 budget based on the 2013-2014 actual expenditures and the 2014-2015 expenditures year to date. The Commission continued to review the numbers and will finalize the budget next month.

The Commission discussed salaries for the three city employees for the 2015-2016 budget.

Mayor Dimeny noted the city clerk's work load has significantly increased over the past year and that per the Commission's request Clerk Tuthill log her hours, her records show she is working between fifteen and twenty hours a week. This amount was greater than the original ten to fifteen hours for which she had been hired. Additionally, with the creation of a website and moving toward placing city records online, there was likely to be an increased workload for a long period of time. Mayor Dimeny reviewed past budgetary years and noted in 2013 that the actual amount of the clerk's salary was in excess of \$9,000. Mayor Dimeny moved that the Commission approve a raise to \$9,000 gross a year. Commissioner Constable seconded the motion. Commissioners Constable, Berman and Magers voted in favor of the motion. Commissioner Tungate voted against the motion stating that he believed all raises for city employees should be equal.

The Commission discussed the City Treasurer's salary increase. Mayor Dimeny noted Treasurer Shaikun's work was excellent and consistently good. Treasurer Shaikun's salary was currently at \$316 per month. Commissioner Constable moved to raise the treasurer's salary 2%. Commissioner Tungate seconded the motion. All voted in favor of the motion. The new salary would be \$322.93 per month at an annual rate of \$3875.16.

The Commission discussed Chief Yeager's salary. Chief Yeager is a full time, 40 hour a week police chief. His current salary is \$17.50 an hour. He is provided no health insurance benefits, no paid time off (vacation, sick, holidays) and no retirement benefits. Commissioner Magers stated he researched surrounding police department salaries **and the average police salary for small cities like Bancroft was \$25.00 an hour. The lowest salary he found was \$22.00 an hour. He noted if the city were to hire a contract officer, the average price was \$42.00 an hour.** Additionally, he said that several other departments permitted their officers to participate in the take home car program in addition to these benefits.

The Commission recognized the benefits of having a visible police presence and commended Chief Yeager on his excellent performance. The Commission discussed the need to improve Chief Yeager's salary while acknowledging the budgetary constraints of a small city and the need to be fiscally responsible. The Commission also noted that they had approved the take home car program for one additional fiscal year. Commissioner Tungate moved that the commission establish a five year plan to increase the police chief's pay over a five year period to \$25.00. He moved that for the 2015-2016 fiscal year, the Commission increase Chief Yeager's pay by \$1.50 an hour to \$19.00. Chief Yeager's pay would be \$39,824. Commissioner Magers seconded the motion. Commissioners Berman, Tungate, Magers, Constable and Mayor Dimeny voted in favor of the motion. Attorney Dozier noted that the five year plan was not something that would be obligatory on future commissions.

New Business

1. Street cave-in at 7409 Keisler Way.

City Engineer Chuck Wood explained a cave-in had formed at 7409 Keisler Way on April 3rd. He visited the site and recommended the city call MSD to see if it was a sewer problem and to call Flynn Brothers. Commissioner Berman contacted MSD to report the problem. Mayor Dimeny was to follow up with Flynn Brothers. Mayor Dimeny reported that she had received a call from LG&E on the morning of April 9th that there was gas in the sewer line at the site of the cave-in on Keisler Way. She visited the site to find LG&E had dug up the street where the cave-in had occurred. MSD was also on site and ran its cameras through the sewer line and storm drain to determine whether the cave in was a result of a sewer problem. At the time of the meeting, MSD had verbally verified there was no leak in the sewer line. MSD had not verified this in writing. Engineer Wood noted that if this was not an MSD problem, it was likely a sink hole and the city would be responsible for repairs. He recommended that we hire a geotechnical engineer to work with whomever the city contracted to determine how far down the sink hole went. The Commission discussed whether to hire Flynn Brothers to continue work or to seek outside contractors. Given the emergency nature of the hole, Attorney Dozier noted it was not necessary to solicit bids if this exceeded \$20,000. Engineer Wood indicated that Flynn Brothers had a good reputation with this kind of work. Mayor Dimeny noted the work done by Flynn Brothers at 7406 Keisler (which was likely the same kind of issue) still held and there were no problems with it. The Commission discussed pros and cons of continuing with Flynn Brothers. Commissioner Berman moved to have Flynn brothers and a geotechnical engineer dig to determine the issue and to complete phase two of the work after the initial evaluation. Commissioner Constable seconded the motion and the motion passed unanimously.

City Engineer Wood also noted that he had visited the corner of Maria and Greenlawn where a hole had developed behind a sewer grate. He recommended that be reported to MSD as well. Commissioner Berman reported that MSD had agreed the sewer grate on Maria and Greenlawn was their responsibility to repair.

2. Design for patio roof at 7411 Maria Ave.

The Commission reviewed the design proposal for the patio roof at 7411 Maria Ave to ensure compliance with the ordinance. Mayor Dimeny moved to accept the proposal. Commissioner Tungate seconded the motion. The motion passed unanimously.

Mayor Dimeny moved the meeting be adjourned. Commissioner Constable seconded the motion and the meeting was adjourned at 10:00PM.

Clerk Shannon Tuthill

Mayor Melissa Dimeny

Date: _____