

MINUTES FROM SEPTEMBER 8, 2016 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:00 P.M. on Thursday, September 8, 2016 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Mary Jude Constable, Commissioner Matt Tungate, Commissioner Ed Evers, Commissioner Bryan Berman, Treasurer Arnold Shaikun, Clerk Shannon Tuthill, Police Chief Anthony Yeager and Attorney Noel Halpin.

Mayor Magers proceeded to review the August meeting minutes. Commissioner Evers made a motion to approve the minutes. Commissioner Tungate seconded, all were in favor and the minutes were approved.

REPORTS:

Clerk

Clerk Tuthill reported she has had a very busy month. All tax bills have been mailed to residents with a copy of the revised Ordinance. She has also supplied several mortgage companies with long lists of parcels for tax amounts that they pay.

Also our Fleetone/Thornton's account for gas for police vehicle has changed and we had to supply with all new information for tax exempt and billing information.

City Maintenance

Commissioner Berman indicated he cleaned up Bancroft Lane. Mayor Magers indicated there were dead tree limbs and overhanging the intersection of Bancroft Lane and KY 22. Also, tree limbs were growing off the tree at that intersection that are starting to hang in the intersection. Commissioner Berman indicated he would take care of the problem.

Communication and Public Outreach

Commissioner Tungate reported on plans for the Bancroft City Picnic. Food was ordered from Mark's Feedstore. He indicated we still needed more tables. Other arrangements for the picnic were still in progress. The Lyndon Fire Department will bring a fire truck, the bounce house has been ordered, and Rumpke has been contacted for disposable garbage cans. Set up for the picnic will begin at 3:30 PM the day of the picnic.

Commissioner Tungate indicated there was an issue with the city website. He worked with the webmaster to fix the problem.

Public Services

Commissioner Constable note there were no issues to report with Rumke . Mayor Magers indicated there was a delay in the Google Fiber signing of the Uniform Franchise agreements with the 80 cities in Jefferson County. Updates will come from the Jefferson League of Cities.

Police Department

Mayor Magers asked if everyone was able to review Chief Yeagers report and if so it did not need to be read. Chief Yeager indicated he will soon be going for his annual, required firearms qualification. Treasurer Shaikun asked about the plan for upgrading to a newer police vehicle, since it was mentioned previously the current one could be sold and the proceeds used toward paying for a newer one. The mileage and age of the vehicle were considerations in the amount of money would be gained from the sale. Mayor Magers indicated the plan was to budget for a new police car in the next fiscal year. We can use the state contract to purchase a new police vehicle. Reasearch on the cost wou;d begin well before the next budget cycle.

Finance and Administration

Commisioner Evers' report began with Treasurer Shaikun reporting that he was working with Mr. Veeneman who completed the city audit to .finalize year-end financial reporting. Commisioner Evers and Treasurer Shaikun were working on correcting the previous error in Chief Yeager's pay. Commissioner Tungate requested a change in the manner in which the monthly financial report to reflect one-time expenditures. Treasurer Shaikun indicated he would work on that. Commissioner Tungate also inquired about the \$840 expenditure to Matt Mieners Landscaping. This was an expenditure for periodic mowing and cleanup of Bancroft Lane and the cul-de-sacs in the city. Commissioner Tungate asked were those approved in advance or does he just do the work and bill the city. Mayor Magers and Commissioner Berman indicated this was a previous agreement for such work provided by Matt Meiners. These recurring expenditures, previously approved by the commission in the budget, require approval by the specific commissioner responsible for that department. Mayor Magers indicated all commission expenditures (either approved by the whole commission or the specific commissioner responsible for the affected department) are reviewed by the mayor and the Finance and Administration commissioner. Commissioner Tungate would like to know what the agreement it is that we have with him for a mowing schedule. Commissioner Berman will reach out to Matt Meiners to find out what type of schedule we have for mowing and report back at next meeting.

CLERK ARRIVED.

Mayor Magers sent out information to entire commission on Open Records Request with a form that everyone must sign. He passed out copies again for commission to sign. This states that you have been provided information on new Open Records Act with has to do with booking photos and photographs of inmates. Mayor is required by law within 90 days of receipt of letter to collect signed copies for everyone. Clerk received signed forms from everyone and will keep in her file.

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IN OLD BUSINESS:

Possible damage to Bancroft roads caused by MSD work.

Mayor Magers asked Commissioner Berman to contact City Engineer to review this. We will discuss at next meeting.

IN NEW BUSINESS:

City of Bancroft Ordinance on Erecting Fences

Mayor said he has no new information on fence complaints. Asked if anyone is interested in pursuing the fence complaints? There were no responses.

Commissioner Evers reported that new residents on corner of Maria and Greenlawn informed him they were interested in installing a small fence because they have small children and asked if they needed to address commission on this. Mayor Magers said yes they need to submit their plans and welcome them to come to meeting to discuss.

Mayor Magers stated we have an ordinance in place and maybe we just need to remind people. Clerk Tungate will place a reminder in the newsletter for residents who are considering building a fence to seek commission approval in accordance with the ordinance on fences and construction.

Purchase new computer for police vehicle

Mayor passed out the specifications and research that Chief Yeager compiled for a new laptop computer. There is a rugged laptop set up for working in a car exposed to heat and cold. All options given will be anywhere from \$2000 for a used model and up to \$4000 new. Mayor Magers reported he did not budget for this expense.

The commission asked Chief Yeager what his recommendation is. He does not recommend a used computer because in the past when he purchased a used computer the motherboard went out. He feels the one with the extend warranty would be a good option.

Commissioner Tungate asked if we could purchase the laptop the chief is currently using for now. We could then budget next year for the new rugged computer.

Mayor Magers made a motion to purchase the computer Chief Yeager has been using for \$423.90. Commissioner Evers seconded all were in favor and the motion passed unanimously.

Homeowner request to purchase City of Bancroft land adjacent to property

Mayor Magers said he did receive an email but not even sure what area they are asking about. Asked that they submit a plan and come to meeting but has heard nothing else. May hear from them again in the future but as of now we do not need to discuss it.

Keisler Road Sinkhole and Metro Public Works maintenance and repair of road

Two weeks ago Chief Yeager noticed City of Louisville paving the road on Keisler Way and there was a cave-in in the street. One of the trucks stopped at a weak spot in road and truck began to sink. Chief Yeager contacted Mayor Magers who went to the site of the incident and told the City of Louisville Public Works crew they are paving the City of Bancroft section of Kiesler Way. The supervisor said it was their responsibility to pave and repair. Mayor Magers informed him he would like City of Bancroft Engineer to inspect the site before repair is done. Photos were taken and documented. The repair was done to the satisfaction of the City Engineer.

Tungate raised issue how do we know it is the City of Louisville’s road to maintain. He requested our attorney review and find out. If homes are in Bancroft they will want the road in front of their home paved when the rest of city is paved.

Commissioner Berman asked if the road is maintained by City of Louisville should they have to reimburse us for the sinkhole that we repaired recently on Keisler? Attorney Halpin said this is worth exploring and he will look into if we provide him the information. Clerk Tuthill will provide invoices to our attorney to review.

Cul-de-sac Island Improvements

Commissioner Berman reported that when he began budgeting for the new year he contacted landscape companies for estimates to improve the appearance of the cul-de-sacs. The only response and quote provided was from Greenscape. He handed out this information for the commission to review.

There was discussion on their recommendation to remove all grass from cul-de-sacs. Since there is no irrigation this may be a good suggestion. Commissioner Evers added that he would like to see grass more than mulch in cul-de-sac. Commissioner Tungate said he felt not having grass to have to pay to mow would be more cost effective.

Commissioner Berman also reached out to Matt Meiner for his recommendation. He said he is happy to do whatever it is that we need.

We will place on agenda for next month after Commissioner Berman does more research.

Commissioner Constable made a motion to adjourn the meeting and Commissioner Berman seconded. The meeting was adjourned at 8:44 pm.

/s/ Jeff Magers
Mayor

/s/ Shannon Tuthill
City Clerk