

MINUTES FROM MARCH 9, 2017 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, March 9, 2017 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Matt Tungate, Commissioner Ed Evers, Commissioner Mike Borders, Commissioner Rick Rittenhouse, Treasurer Arnold Shaikun, Clerk Shannon Tuthill, Police Chief Anthony Yeager, Attorney Noel Halpin, and Paul and Lani Bariteau.

REVIEW MEETING MINUTES:

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

PURCHASE OF BANCROFT PROPERTY

Paul Bariteau introduced himself as present to address his interest in the purchase of Bancroft property adjacent to his property. He lives on Arrowwood which is within the City of Graymoor Devondale. Since his purchase of the property he has discovered that a piece of land that was inaccessible and undevelopable was owned by the City of Bancroft. He has done research and contacted the City of Louisville and was informed that it is not developable because of flood plain and deep slopes. They would like to acquire the land and reforest it and eventually use as a land conservancy or put in a trust. The area is 5.1 acres and they have acquired comparable sales to use. If Bancroft is interested in exploring this, they will hire attorney and cover the cost. Bariteaus are willing and able to restore this land to its original beauty.

Mr. Bariteau will email his presentation to Mayor for further review.

REPORTS:

Clerk

Clerk Tuthill reported that she has sent a letter to the Kentucky Department of Revenue asking for an updated Tax Exempt letter as the one we are using is dated 2010. Also, all property taxes are finally paid with the one outstanding homeowner also paying all late fees incurred.

Clerk reported she has contacted insurance providers that have mailed certificates to the former Mayor's home and advised of the correct mailing address. Was also contacted by Jefferson County clerk to update all our records with them.

Clerk further reported that she received an invitation for our city to participate in Community Cleanup Day with Brightside as part of the Mayor's Give a Day of Service. Clerk passed around information.

Received a notice from Kentucky State Treasurer regarding unclaimed property. It appears to be money for insurance tax proceeds. Clerk has filled out claim form and would like reviewed before she submits. Also needs to be signed by Mayor.

Kentucky League of Cities Insurance Services asked for a renewal survey to be completed with the projected payroll for the upcoming fiscal year. Clerk has also completed this basing it on what we paid in payroll the last fiscal year.

Clerk Tuthill will be out of the country at the end of the month so the newsletter with the Directory will be delivered early so that it is completed before she leaves.

Clerk also reported that she is working on the 2017 Directory and will need a photo of everyone emailed to her to be added to the Directory.

MAYORS REPORT

Mayor Magers reported that at the last meeting Air B&B was brought up with concerns about homes in our neighborhood being used as rentals. Mayor Magers as researched this and the City of Louisville passed an ordinance on Air B&B that you have to apply for a permit by going on the website, pay a fee of \$25 and there are restrictions that must be complied with. One home in our city has obtained a permit and this home is in the 2300 block of Tavener. Only city's that can manage this are ones that manage their own zoning but we do not we fall under Louisville Metro so if they apply to the city of Louisville they can receive it the required permit and we have no control over this.

Mayor did research and there are five homes within our city that are advertising on Air B&B. Only one of these homes has a registered permit. Commissioner Tungate added Air B&B is only one of these businesses. The problem is actually short term rentals. Question raised as to whether we could heavily tax the rental properties.

Mayor said we could place short-term rental problem back on the agenda next month if everyone is interested in looking into it. Mayor Magers made a motion that we ask our attorney to explore what the city can do to control short-term rentals in our city. Commissioner Evers seconded. All five in favor and motion passed. Clerk will place on the agenda for the April meeting.

Commissioner Tungate made a motion to have attorney Halpin review the process of selling land owned by the City of Bancroft. Commissioner Evers seconded. Three in favor and one opposed. Motion passed. Clerk will place on Agenda that attorney advise of the process for further review and discussion.

Mayor Magers also reported that he was asked about advertising in newsletter about selling bagged mulch for Boy Scouts. He informed them that we do not advertise in newsletter but they are welcome to place on our City of Bancroft Facebook page.

Mayor said two bills now are required to be mailed to his home because a physical address is required. We may need to entertain establishing a physical address for the city. One option would be using the UPS Store which would give us a suite number and physical address rather than just a P.O. Box. Mayor Magers will research the cost and place on agenda for next month.

City Maintenance

Commissioner Borders reported that Matt Meiners has repaired the pothole on Bancroft Lane.

Communication and Public Outreach

Commissioner Tungate had nothing new to report.

Public Services

Commissioner Rittenhouse had nothing new to report.

Police Department

Mayor Magers reported that we replaced batteries in chief's handheld radio. Netmotion license was purchased in order to communicate with Metro Police. He was able to purchase just one license by purchasing early.

Mayor Magers reported we will have enough money left in police budget that we would be able to purchase a fixed radio for police vehicle. Chief would then have both radios. Currently if the radio breaks he would not have a radio until taken downtown to repair. The cost of the fixed radio is approximately \$750. This radio would be able to be moved to a new vehicle when purchased.

Mayor Magers made a motion to purchase the fixed radio system from Radio 360. Commissioner Borders seconded. All in favor and the motion passed.

Chief Yeager gave the following report. There were 129 patrols of the city. There were 129 Radar/Traffic zones set up for high Police visibility. There were 32 visits to resident's homes for our "House Watch" program. There were 6 Traffic stops and one pedestrian stop, one trailer (ordinance) stop. There were 0 Solicitors stopped. There were 7 warnings issued. There was one state citation issued. I backed up the Graymoor-Devondale Police Department 3 times. One Burglar, one DUI, and one armed robbery with shots fired. I had a motorist assist on Glen Arbor. I found an open Garage door on Tavener that is usually closed. I was able to obtain the residents cell phone number from a neighbor. I called them and let them know. I gave a new resident (renter) on Wesleyan a warning for having their dog off of his leash. I explained to a resident on Keisler that they could not have a trailer in their driveway. He put it in his garage. I had 4 hours of training from the KY state police at Metro safe for KY Ops. The new KY Ops system was installed on the city's laptop in the police car.

There were no questions or comments.

Finance and Administration

Commissioner Evers reported there are four CDs coming up for renewal with a total value of approximately \$33,000. These CD's are with Commonwealth Bank and Trust. He will shop on Monday to see if we can find anything significantly different.

Commissioner Evers reported that clerk needs a payroll estimate for our workers compensation carrier for the new fiscal year. Clerk will just estimate for what we paid for the current payroll year and submit this.

IN OLD BUSINESS:

1. Approval of RFB for Waste Collection contract for 2017/2018.

Commissioner Rittenhouse reported that the bid has been prepared for placement in the Courier Journal for the new waste collection contract. The cost of publishing ad for bid is \$352.72. Once we receive the bids we will weigh if it is worth the change. Commissioner Rittenhouse has established a contact with the Courier Journal and obtained a price to place in paper for one week that includes one time in paper and seven times on the website.

Commissioner Rittenhouse made a motion to publish the ad as written in the Courier Journal. Commissioner Borders seconded. All in favor and the motion passed.

2. Appointment of Ethics Officer for 2017

Mayor reported that we had a resident email with interest in becoming Ethics Officer but we supplied him with information and never heard from him again. Commissioner Evers knows of one other resident that may be interested and he will check again.

3. Discussion on cost to begin sending newsletter by U.S. Mail

Commissioner Evers reported that we spend about \$75 a month on the newsletter. He could get a newsletter printed for \$52 an issue. This would be a four-page newsletter. \$1600 total cost of mailing the newsletter per year. Commissioner Evers will work on formatting a template that we could change every month. We would have a lot of space to fill in other activities or advertisements.

Commissioner Borders said he would like to see the opposite by putting information on Facebook, website and email instead of mailing. His suggestion is that we place something in the property tax bill or newsletter that asked if you would like to still have newsletter by mail please check box and mail form back to city clerk. We would then just mail to the people who specifically asked for it to be mailed.

Mayor Magers added that he received an email from a resident in the city that saw this on the agenda and said she does not see the need to have newsletter mailed.

Commissioner Borders made a motion to include a note in the next ordinance mailing to advise residents that we are going to primary email for newsletter delivery and to please contact clerk if you still need a paper copy of newsletter delivered. Please respond to clerk Tuthill by phone call or email. The date for the final change will be August 1. Commissioner Tungate seconded. All in favor and the motion passed.

NEW BUSINESS:

1. First Reading of Amendment to § 72.06 and §150.03 proposed new Ordinance relating to the prohibited parking of recreational vehicles and trailers on city streets.

Attorney Halpin supplied everyone with the amended ordinances to review with the changes noted.

Proceed with the First Reading of Amended Ordinance 72.06: An Ordinance amending the City of Bancroft, Code of Ordinances, § 72.06 Parking In Excess of Certain Number of Hours Prohibited; Towing Authorized.

First Reading of amended Ordinance §150.0(E) Construction, Use and Maintenance of Property.

2. Discussion of New Budget for 2017/2018

Commissioner Evers reported that he has already collected some of the budget line items from commissioners. Currently has police, communications and finance. Mayor asked to explain some of his expenses. He reduced auto expense, this is maintenance. The biggest expense is the new police vehicle. They have been reviewing possible vehicles and have narrowed it down. The Dodge Charger seems to be the best choice.

Commissioner Borders asked for information on budgeting for the possibility of decorating Bancroft Lane for Christmas. Question was raised on where we could get power. Commissioner Borders will look into this.

No further discussion was needed at this time.

3. Discussion of upgrading and replacing street signs.

Commissioner Borders has contacted sign vendors. One vendor would be the same as the one used by Graymoor Devondale so they could look similar. The approximate cost is \$16000 He has a design that he would like to use. Commissioner Tungate added that he would like to see a very different sign than Graymoor to designate a difference. Also, added there are laws and specifications that we have to comply with.

Commissioner Borders feels we should focus more on the entrance to the city sign and not the street signs.

Commissioner Evers suggested he bring two options to choose from to the next meeting. We could make a decision at that time. Mayor added that we need pricing from more than one vendor. If it goes above \$20,000 we would have to bid it.

Commissioner Tungate made a motion to adjourn the meeting and Commissioner Ever seconded. The meeting was adjourned at 9:40 pm.

/s/ Jeff Magers
Mayor

/s/ Shannon Tuthill
City Clerk