

## **MINUTES FROM JULY 13, 2017 BANCROFT MEETING**

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Jeff Magers at 7:01 P.M. on Thursday, July 13, 2017 at Episcopal Church Home. Those present: Mayor Jeff Magers, Commissioner Ed Evers, Commissioner Rick Rittenhouse, Commissioner Mike Borders, Treasurer Arnold Shaikun, Clerk Shannon Tuthill, Police Chief Anthony Yeager, resident Tom Heavrin and Attorney Richard Schiller. Absent: Commissioner Tungate.

### **REVIEW MEETING MINUTES:**

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

Mayor Magers proceeded to review the June special meeting minutes. Commissioner Borders made a motion to approve the minutes as read. Commissioner Evers seconded. All were in favor and the minutes were approved.

### **REPORTS:**

#### **Clerk**

Clerk Tuthill reported that we now have approximately 70 residents on a list of email versus mailing the newsletter. With only about 10 of the residents wanting to have it mailed. We do still need to hear from many residents. We need to decide what we are doing with the August newsletter as we still have more than half of the families have not responded either way.

Mayor Magers said we will once again mail the newsletter and asked that another note be placed in mailing requesting whether they would like to receive newsletter by email.

Clerk reported that the Budget and Tax rate ordinances have been mailed to all residents. Quarterly payroll taxes have been paid. Change of address has been completed with post office as well as contacting everyone that has sent us invoices to inform them of new address.

We are beginning to receive requests from mortgage companies for copies of tax bills so clerk wanted to confirm the request to print the tax bills has been sent to the PVA. Commissioner Evers gave this information to clerk to mail.

Clerk received an email from the resident that spoke regarding the Bariteaus' chickens to let us know she was mistaken that it was not their chickens or guns.

Everything else running smoothly with nothing new to report.

#### **Mayor's Report**

Mayor Magers reported that he contacted the Board of Elections regarding this year's election. There is no election this fall. Commissioners Rittenhouse and Borders are able to just agree to stay on commission until the election the next year.

Mayor Magers was contacted by a resident regarding Airbnb using homes in Bancroft. He informed resident that this is managed by Louisville Metro and their city ordinances. Bancroft does not have zoning

authority so Louisville Metro zoning regulations apply. Louisville Metro requires home owners participating in short term rental of their homes to apply for a permit

Commissioner Borders commented that his parents' home within Graymoor Devondale is in a trust and he was contacted by Graymoor that they charge \$75 a year for homes that are rental properties. He wanted to know if we could have a similar procedure in Bancroft. The answer must be researched.

Mayor reported that he received information about the need to use strong passwords on your email accounts.

Nothing further to report that it is not on the agenda.

### **City Maintenance**

Commissioner Borders reported that he was contacted by Mayor Magers regarding a downed tree limb blocking Bancroft Lane. Mayor Magers removed the tree limb from the roadway. Later Commissioner Borders contacted Matt Meiners to remove the limbs on the side of the Bancroft Lane.

### **Communication and Public Outreach**

Commissioner Tungate was not present and left no report.

### **Public Services**

Commissioner Rittenhouse said he had nothing new to report that was not on the agenda under New Business.

Mayor Magers reported that he received a letter from Charter Communications that they are going to discontinue cable service without a cable box. This is effective August 1. Residents will need to order a cable box to receive a signal.

Mayor Magers received a packet from Marathon Pipeline with a questionnaire about pipeline safety. The questionnaire was given to Commissioner Rittenhouse. No one was aware of any pipelines in the city. Commissioner Rittenhouse was going to confirm.

### **Police Department**

Mayor Magers reported that Chief Yeager purchased ammunition for annual qualification needed this year due to new requirements for daytime and nighttime ammunition.

Mayor Magers also reported that Chief Yeager was contacted by Graymoor Devondale to inform him that they were selling their police computers for \$150. He decided to proceed with purchasing one because it was a good deal and he can install in police vehicle and set up all required programs.

Chief Yeager reported that there was a continuing problem with cars parked on road near the 7500 block of Maria. This may have been resolved.

Police report was sent to everyone for review. Mayor asked if there were any questions.

There were no questions or comments.

### **Finance and Administration**

Commissioner Evers reported that some CD's will be renewing at Stockyards and he has reviewed these. Further reported that we are off to the new budget. Some expenditures are still outstanding from last year.

Treasurer Shaikun asked commissioners to review his Profit and Loss Budget Overview. He asked commissioners to make estimates on expenditures according to month.

Commissioner Borders asked if we audit the insurance proceeds against the residents in the city. We do not receive an address or name with the checks that are received. All we can do is to continue to request residents inform their insurance agency that they are Bancroft residents.

Mayor Magers asked about whether it was an audit year. Treasurer Shaikun said yes and he will work with the auditor when the fiscal year accounting is completed.

## **OLD BUSINESS**

### **1. Appointment of Ethics Officer for 2017**

Mayor introduced resident Tom Heavrin as a resident interested in filling the role of Ethics Enforcement Agent. Mr. Heavrin submitted a bio to the commission to review and spoke about himself and his interest in helping the community. Mayor Magers explained the role of ethics enforcement and that there is only a need if the ethics of the commission is called into question. Mr. Heavrin has been given instructions on how to review our ordinances on the website. Mayor Magers explained that according to the ordinance the Mayor appoints the Ethics Enforcement Agent and the commission approves the appointment. Commissioner Borders made a motion to approve the appointment of Tom Heavrin as Ethics Enforcement Agent. Commissioner Evers seconded. All in favor and the motion passed unanimously.

### **2. Update on City of Louisville lawsuit against the City of Bancroft, all cities in Jefferson County, and the Jefferson County League of Cities relating to HB 246 (Waste Management).**

Mayor received notice from attorney Halpin that there was a motion for summary judgment filed on June 26. An extension for a response was requested. Attorney Schiller we will submit a “me-too” response when the time is right.

Mayor reported that attorney Halpin will be leaving the firm to work for Humana. Attorney Schiller will be working with us for now on the lawsuit and other matters. We will send the agenda and information to Attorney Schiller for now.

### **3. Renewal of the agreement for legal services.**

Mayor Magers addressed attorney that we had agreed on a six-month basis to renew agreement on legal services for new fiscal year. Attorney Schiller said there should be a letter restating the agreement for July 1. Mayor Magers was not aware of letter and Attorney Schiller will send to him for review.

### **4. Update on Street Signs and other City of Bancroft signs**

We were able to submit request to begin work on new signs and still working on finishing up other entry and exit points of the city. Deposit of \$9,916.50 will be sent immediately. We have another \$3724.00 to complete everything.

Commissioner Evers asked what was all included in the initial work and the work order was passed around for review.

Commissioner Borders made a proposal to continue with the remainder of the work in the amount of \$3724.00. Commissioner Evers seconded. Commissioner Evers asked if they were planning to stagger

the sign so they could be read from all directions. Yes, they agreed to stagger the signs. All in favor and the motion passed unanimously.

**NEW BUSINESS**

**1. Decision On Selecting Residents Needing Rear Door Service From Rumpke**

Commissioner Rittenhouse reported that he obtained information that there are 32 residents on a list for rear door service. This is a list received from Rumpke. Many names and addresses are incorrect. No one on commission was aware of such a list and Mr. Rittenhouse will work with Rumpke to find out how and where this list came from.

If residents are paying separately for this additional service we need to find that out and make the necessary adjustments. Some name lines are blank and Commissioner Rittenhouse would like help finding out who lives at those addresses so we can decide if this service is given.

Commissioner Rittenhouse passed out a proposed application for requesting rear door service. He requests this be placed in newsletter. We need to contact the residents that are currently on the list and ask that they also fill out the application. Commission asked attorney if it is okay to ask age and if there is a disability where you need this service. It was decided that we ask just whether there is a disability that requires the need.

Commissioner Rittenhouse asked for any information that anyone has about the current list. Email him anything we have.

Place in old business for next month to discuss further once Commissioner Rittenhouse has researched the current list. Mayor Magers said we could look into residents that have a handicap car sticker.

Commissioner Rittenhouse made a motion to adjourn the meeting and Commissioner Borders seconded. All in favor and the meeting was adjourned at 8:37 pm.

/s/ Jeff Magers  
Mayor

/s/ Shannon Tuthill  
City Clerk