

City of Rolling Hills, KY – Regular Meeting Minutes

Meeting Place: On-line via Zoom

Tuesday, 5/19/2020 - 7:00PM

Mayor: David Metz

Commissioners:

Chris Wilmes (Public Works)
Michele Fawver (Sanitation)
Brent Monroe (Safety)
Paul Berrier (Finance)

Others: Judith Crowe (Treasurer)

Karen Gott (Clerk)
Carrie Ritsert (City Attorney)
George Stewart (Code Enforcement)

Absent: None

Guests: David Elder, Rebecca Rupp

The monthly Commissioners' meeting of the City of Rolling Hills, Kentucky was held on May 19, 2020 via an online video conference using the Zoom meeting platform. Mayor Metz called the meeting to order at 7PM and welcomed all.

Approval of Agenda:

Mayor Metz indicated that he would like to include an additional item to the agenda under new business: Sidewalk repair invitation to bid.

Motion made by Commissioner Wilmes to approve the agenda as amended.

Seconded by Commissioner Monroe. The motion passed.

Minutes of the Previous Meetings:

Motion made by Commissioner Fawver to approve the minutes of the Regular April meeting (4/21).

Seconded by Commissioner Wilmes. The motion passed.

Motion made by Commissioner Monroe to approve the minutes of the Special April meeting (4/27).

Seconded by Commissioner Fawver. Motion passed.

Municipal Orders:

Treasurer Crowe indicated that the Municipal Order presented needs to be amended to include \$275 for U.S. Postage stamps. Mayor Metz noted that this municipal order 12, series 2019-2020 includes two checks for Phoenix Custom Concrete, who had been approved last month to provide services to the City up to \$10,000. Tony from Phoenix Custom Concrete had indicated that they would like to receive payment sooner than waiting until next month to receive payment for their services rendered.

Therefore, the Mayor had asked Judy to prepare two checks: one for \$5,000 and one for \$3,500, with the intent that when the job is completed that Phoenix Custom Concrete would get at least the \$5,000 check. If the final invoice is close to \$10,000, then they would additionally be given the second check for

\$3,500. (With the remaining balance to be approved next month.) Additionally, Mayor Metz commented that he had walked the streets of the City with Tony and had identified two ramps that also needed to be repaired. Tony is supposed to work up a price on it. The Mayor noted that he didn't want to delay payment to Phoenix, which is why the checks are presented as part of this municipal order for approval, even though the work has not been completed. The checks will be delivered to Phoenix Custom Concrete when the work is finished. Mayor Metz also noted that Precision Concrete has completed their work on Habersham and the municipal order includes partial payment of \$6,000 for them. (Next month their balance of \$700 will be paid.)

Motion made by Commissioner Wilmes to approve municipal order 12, series 2019-2020 to pay the bills, to include the amendment of \$275 for stamps. Seconded by Commissioner Monroe. Motion passed.

Public forum:

A resident asked why does the City of Rolling Hills rent a storage unit at Westport Storage? Mayor Metz explained that our holiday decorations and permanent files are stored there. Another resident asked for the date of the next recycling day, which is 5/28.

City Attorney:

Attorney Carrie Ritsert gave her report. The Joint Ethics Ordinance establishing a joint Ethics Board with the City of Meadow Vale and the City of Westwood that was filed has been acknowledged by the Kentucky Attorney General. Now we are waiting for the Department of Local Government.

Safety:

Commissioner Monroe gave his report. The reported crime incidents within the City of Rolling Hills were: 1 Assault, 1 Theft/Larceny and 1 Vehicle Break in/Theft. He indicated that 14 of 16 warnings were given for yard maintenance and grass but noted the City of Rolling Hills is doing better in that respect than his other cities. Code Enforcement Officer George Stewart indicated he's issued a couple new parking courtesy/warning notices, specifically on Langdon. He noted that people have been responsive and making correction when they've received them. We still have a few vacant homes (Aylesbury, Habersham, Walhampton Ct.) in the neighborhood, but they've been mowing the grass. The apartment complex on Langdon with the huge divots due to parking is a concern. Also, one of the apartment buildings on Aylesbury (2nd building on right when you turn off of Langdon), appears that the building is empty. There are no for sale signs though. Officer Stewart will be investigating and will follow up.

Finance:

Commissioner Berrier presented the Financial Statement for April. Mayor Metz, the former Commissioner of Finance, indicated that he will get with Commissioner Berrier this month to transfer over responsibilities. Mayor Metz added the audit adjusting entries have been made as noted in the memo, after talking with the City's Certified Public Accountant. One of their Quick Books specialists switched us to tracking our payments on our debt on the income statement, which eliminated the debt off the balance sheet. It's just the way that governmental accounting is done; it's tracked in a separate report. Therefore, this additional report will be added of our outstanding debt. Our bond debt has gone down about \$833 a month, but we won't see it on the balance sheet anymore.

Motion to accept the Financial Statement for April was made by Commissioner Wilmes.

Motion was seconded by Commissioner Fawver. Motion passed.

Sanitation:

Commissioner Fawver gave her report. There were only a few pickups that were missed, which Rumpke returned to get the next day.

Public Works:

Commissioner Wilmes gave his report. Two lights are out and a bush in one of the medians on Langdon was run over by a truck. There was a water main break near the access road to the Greenspace area at the intersection of Langdon Drive and Tiverton Way. Water eroded the driveway and buckled the road. Louisville Water Co. has repaired the water main break and will fix the road. Louisville Water Co. has addressed the erosion on the access road, this time using number two grade gravel which is larger than what had washed away. They will also be resetting the posts on either side of the access road.

New Business:

Motion for a first summary reading of Ordinance No. 1 Series 2020-2021, an ordinance providing for the assessment of an ad valorem tax for fiscal year ending June 30, 2020 was made by Commissioner Wilmes. Motion seconded by Commissioner Monroe. Motion passed. City attorney Carrie Ritsert gave the first reading of this proposed ordinance. Mayor Metz opened the floor to discussion after the reading, noting that we anticipate a 60 day delay in receiving the PVA data. The current amount of tax is assessed at 18.8 cents/per \$100 of a home's valuation amount. The proposed increase would be 19.0 cents/per \$100 of a home's valuation amount. For example, for a home valued at \$200,000, it would amount to a \$4/year increase in tax paid to the City of Rolling Hills.

Commissioners Wilmes and Berrier expressed that they are not in favor of increasing the tax rate in light of the current economy and uncertainty surrounding COVID19. Commissioner Berrier also expressed that he is not in favor of a discount for early payment.

Motion to set a compensating rate of 18.59 cents/per \$100 of a home's valuation amount was made by Commissioner Berrier. Motion was seconded by Commissioner Wilmes. Motion passed.

City Attorney Carrie Ritsert noted that the compensating rate will now eliminate the need for a special hearing.

Motion for first summary reading of Ordinance No. 2 Series 2020-2021, an ordinance establishing the budget for the City of Rolling Hills, KY, for the fiscal year beginning July 1, 2020 and ending June 30, 2021 by estimating revenues and resources and appropriating funds for the operation of city government was made by Commissioner Wilmes. Motion seconded by Commissioner Monroe. Motion passed. City attorney, Carrie Ritsert gave the first reading of this proposed ordinance. After which Mayor Metz noted that this proposed Budget includes 15 line items including allocations for sidewalk repair, roads and the City owned area known as the Greenspace. The Mayor opened the floor for discussion of this proposed ordinance.

2020 Paving Project. Scope of work, whether to hire an engineer to assist needs to be determined.

Goose Creek Road from Aylesbury to Tiverton and Aylesbury behind the shopping Center.

Commissioners Wilmes and Berrier to address. Commissioner Wilmes shared that Flynn Brothers will come out to look at the job. We already have information from Louisville Paving.

The City of Rolling Hills owns six computers for which we pay \$900/year to have Microsoft office and email. Microsoft 360 renews in July. Mayor Metz posed the questions: should we switch to Gmail for email? Commissioner Fawver said she doesn't really use her computer, and Commissioner Berrier doesn't either, preferring Google Templates. Commissioner Monroe raised the concern of how to preserve emails to comply with open records, if we were to switch.

Sidewalk repairs in the City of Rolling Hills are a line item allocation for the proposed budget. We will need to have bids for this work. A motion to publish an invitation to bid for sidewalk repairs in the Courier-Journal newspaper either this Sunday or next was made by Commissioner Wilmes. Motion seconded by Commissioner Monroe. Motion passed.

Old Business:

Curb Painting proposal did not materialize from the paint contractor as requested by Commissioner Fawver. Her father may be interested in doing the curb painting though, as he's done it in the past for the City. Commissioner Fawver will follow up.

Bids had been requested for the lawncare/landscaping of the City of Rolling Hills and to date one (1) bid from David Ricci has been submitted for consideration. He can also trim the trees to make mowing easier and has been responsive to client calls. Commissioner Berrier made a motion to switch the lawn and landscaping contract from Walsh to David Ricci, which thereby moves our lawncare/landscaping business effective June 1, 2020. Motion seconded by Commissioner Monroe. Motion passed. Commissioner Wilmes to handle the transition.

Precision Concrete has completed Habersham Drive sidewalk repairs.

Phoenix Concrete; we'd approved \$10,000 to replace sections of sidewalks with a height difference greater than 2" or other damage. Mayor Metz gave an update, indicating that he had met with Tony from Phoenix Concrete and had walked the neighborhood and marked red "Xs" to indicate sidewalk areas that will be repaired. Additionally, two ramps across from Trentham and Tiverton were identified as needing repairs that were difficult to traverse. The weather has been the reason Phoenix hasn't been out pouring concrete/working.

Green Space Barricade –Commissioner Wilmes indicated that the posts had been installed, though the recent water main break necessitated the Louisville Water Co. remove them temporarily to make repairs to the water main. They will reset and just need a chain to be attached.

Green Space update given by Mayor Metz; he indicated that Wee Landscaping is on hold. Mayor Metz is looking for a meeting space to eventually hold a meeting to present plans for the Greenspace, for residents to review. The City of Briarwood has a little park, with examples of both the good and bad, of what things can be, but also the commitment that's needed to maintain it.

Trash/Recycling Bins Ordinance – On hold

KLC Pooled Investment – Mayor Metz indicated that this is still on hold due to interest rates being so low that it's not worth doing anything at this time.

Apartment/Condo – Trash Services – Commissioner Fawver had exited the meeting; defer until next month.

Stop Sign Lines – Stop Bars— Commissioner Wilmes has been trying to get a second and third bid. He's not received word back from anyone beyond the first bid. He will be asking Flynn Paving & Libbs Paving and for now we'll table it.

Speedhump Reflective Signs have been purchased. Commissioner Wilmes stated they still need to be installed. BUD (Before You Dig) has cancelled multiple times. The project entails posting reflective signs for 18 speed bumps, one on each side of it. Each yard is a separate work ticket for BUD, and with 18 speed bumps, that translates into 36 work tickets, for them to mark the utilities before these reflective signs are installed.

Election deadline is approaching on June 2, 2020 to be listed on the November ballot. It is a \$50 filing fee. Treasurer Crowe has the forms if anyone is interested.

Public Forum

No concerns were voiced by the public.

Adjourn:

Commissioner Monroe made a motion, seconded by Commissioner Wilmes, to adjourn the meeting. The motion passed and the meeting was adjourned at 8:12 PM.

Mayor: *David Metz*

Clerk: *Karen Gott*