

City of Rolling Hills, KY – Regular Meeting Minutes

Meeting Place: On-line via Zoom

Tuesday, 6/16/2020 - 7:00PM

Mayor: David Metz

Commissioners:

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: Chris Wilmes (Public Works) Excused

Guests: David Elder, Rebecca Rupp, Amy Hines

The monthly Commissioners' meeting of the City of Rolling Hills, Kentucky was held on June 16, 2020 via an online video conference using the Zoom meeting platform. Mayor Metz called the meeting to order at 7:01 PM and welcomed all.

Approval of Agenda:

Motion made by Commissioner Fawver to approve the agenda.

Seconded by Commissioner Monroe. The motion passed.

Minutes of the Previous Meetings:

Motion made by Commissioner Monroe to approve the minutes of the Regular May meeting (5/19).

Seconded by Commissioner Fawver. The motion passed.

Municipal Orders:

Motion made by Commissioner Berrier to approve municipal order 13, series 2019-2020 to pay the bills.

Seconded by Commissioner Monroe. Motion passed.

Public forum:

No comments were made.

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 has been approved by the Department of Local Government.

Safety:

Commissioner Monroe gave his report. The reported crime incidents within the area of the City of Rolling Hills were: 5 Assaults, 2 Burglaries, 1 Theft/Larceny and 1 Vehicle Break in/Theft. He indicated that there were 14 yard maintenance violations, of which 8 home owners received courtesy notices and 6 received warnings. Additionally there was one parking citation. Code Enforcement Officer George Stewart indicated he is continuing to address yard maintenance and parking violations.

Finance:

Commissioner Berrier and Mayor Metz, who is the former Commissioner of Finance, indicated that they will get together to transfer over responsibilities.

Mayor Metz stated that PNC Bank requires that all signers for our account must be approved in the minutes.

Motion was made by Commissioner Fawver to confirm that authorized signers for the City of Rolling Hills, KY's bank account include the following: Mayor David Metz, Treasurer Judy Crowe, Finance Commissioner Paul Berrier and City Clerk Karen Gott.

Motion was seconded by Commissioner Berrier. Motion passed.

Sanitation:

Commissioner Fawver said that all has been quiet this month.

Public Works:

Commissioner Wilmes was absent.

New Business:

Motion for a second 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 Monroe. Motion seconded by Commissioner Fawver. Motion passed. City attorney Carrie Ritsert gave the second summary reading of this proposed ordinance. Mayor Metz opened the floor to discussion after the reading of this proposed ordinance. Motion to approve Ordinance No. 1 Series 2020-2021 with an amendment to change the payment deadline to September 2, 2020 was made by Commissioner Fawver. Motion was seconded by Commissioner Monroe. Motion passed with 3 Ayes. None opposed.

Motion for second 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 Monroe. Motion seconded by Commissioner Fawver. Motion passed. City attorney, Carrie Ritsert gave the second summary reading of this proposed ordinance. The Mayor opened the floor to discussion after the reading of this proposed ordinance. Motion to approve Ordinance No. 2 Series 2020-2021 was made by Commissioner Monroe. Motion was seconded by Commissioner Fawver. There was no discussion. Motion passed with 3 Ayes. None opposed.

The City of Rolling Hills published an invitation to bid on sidewalk repairs in the Courier-Journal. We received bids from 3 companies: All Terrain, Universal Grind, and Precision Concrete. It was noted by Mayor Metz that both Universal Grind and Precision Concrete do the same type of

work. Motion to approve Universal Grind at a cost not to exceed \$30,000 with the caveat that we can stop the work if necessary was made by Commissioner Monroe. Motion was seconded by Commissioner Berrier. Motion passed with 3 Ayes. None opposed.

Commissioner Berrier suggested the City revisit the idea of installing a fence at the rear of the Shopping Center as a means to control the litter from the stores and as a way to improve the aesthetics of the City. The discussion generated questions to that need to be answered: where is the property line? Does the City have the legal right to install a fence? How much would a fence cost? Commissioner Berrier will put together some information for the next meeting.

Mayor Metz gave a technology update and indicated that he had engaged Mirazon for IT support to update, organize and make functional the City's laptops, and to act as administrator when needed. The rate is \$135/hour to work on the laptops and so far 4 hours of work has been done on the Mayor's computer. Mirazon will also be setting up a new email account for the Treasurer, and the City Clerk will be assigned to the one the Treasurer had been using when she was previously both Clerk and Treasurer.

Mirazon will be working on the City Clerk's laptop next.

The Kentucky League of Cities (KLC) held a Zoom meeting detailing the particulars of available COVID Funds to Cities and Counties in Kentucky. City Clerk Karen Gott attended and reported that there will be several rounds of deadlines for submitting any qualified expenses for reimbursement. The Kentucky League of Cities emphasized that only cities and counties that are in dire need should apply for the first round of reimbursements, deadline for which is July 1st. The state is actually receiving the money and cities and counties negotiated how to divide it. One half will go to each, based on population. Our city has the possibility of receiving up to \$71,000 of those funds. At this time the City of Rolling Hills' only additional expense due to COVID19 has been the monthly Zoom subscription fee of \$15.99 to host the monthly meetings online. To date, that amounts to under \$70.

Old Business:

2020 Paving Project. We are currently waiting for a response from Flynn Brothers. 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.

Commissioner Fawver will follow up on Curb Painting proposal.

Lawncare/Landscaping status of transition: Update postponed due to Commissioner Wilmes absence.

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. Work will be completed in June.

Green Space Barricade –Update postponed due to Commissioner Wilmes absence.

Green Space update given by Mayor Metz; he indicated that Wee Landscaping is on hold. Mayor Metz is still looking for a meeting space to eventually hold a meeting to present plans for the Greenspace, for residents to review. If you have a venue suggestion, he asks that you let him know.

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 – Mayor and Commissioner Fawver will discuss offline.

Stop Sign Lines – Stop Bars— update by Commissioner Wilmes postponed

Speedhump Reflective Signs have been purchased. Update by Commissioner Wilmes postponed

Codification update: City Clerk Gott and Treasurer Crowe have been assembling ordinances in preparation for mailing them to American Legal. City Clerk Gott is also working with them to submit the necessary paperwork for codification.

Treasurer Crowe stated that with the approval of Ordinance No. 1 & 2 Series 2020-2021, we will need to purchase postage to mail the notice out. Motion to approve up to \$500 for postage was made by Commissioner Fawver. Motion was seconded by Commissioner Monroe. Motion passed.

Public Forum

No concerns were voiced by the public.

Adjourn:

Commissioner Fawver made a motion, seconded by Commissioner Monroe, to adjourn the meeting. The motion passed and the meeting was adjourned at 8:03 PM.

Mayor: *David Metz*

Clerk: *Karen Gott*