

City of Rolling Hills, KY – Regular Meeting Minutes

Meeting Place: On-line via Zoom

Tuesday, 12/15/2020 - 7:00PM

Outgoing Mayor/New Treasurer: David Metz

New Mayor: Judith Crowe

Outgoing Commissioners:

Brent Monroe (Safety)

Chris Wilmes (Public Works)

Re-elected Commissioner:

Michele Fawver (Sanitation)

New Commissioner:

Shalonda Gregory

Others:

Karen Gott (Clerk)

Carrie Ritsert (City Attorney)

David Ricci (Landscaping)

George Stewart (Code Enforcement)

Absent: Paul Berrier (Finance)—Unexcused

Guests: Audrey Wagner, Rebecca Ann Rupp, Nick Roberts & David Elder

The monthly Commissioners' meeting of the City of Rolling Hills, Kentucky was held on December 15, 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 Wilmes to approve the agenda. Seconded by Commissioner Fawver. The motion passed.

Minutes of the Previous Meeting:

Motion made by Commissioner Fawver to approve the minutes of the November 17, 2020 meeting.

Seconded by Commissioner Monroe. The motion passed.

Municipal Orders:

Treasurer Crowe presented the municipal order 6, series 2020-2021 to pay the bills.

Motion made by Commissioner Wilmes to approve municipal order 6, series 2020-2021 to pay the bills. Seconded by Commissioner Monroe. The motion passed.

Public forum:

A resident reported that a streetlight at the intersection of Habersham and Tiverton is out.

Commissioner Wilmes will report it to LG&E.

City Attorney:

Attorney Carrie Ritsert reported that today the Attorney General's opinion came out today, indicating that the oaths of office can be administered virtually. She will follow up by looking into whether electronic signatures for those oaths would likewise be acceptable.

Safety/Code Enforcement:

Commissioner Monroe gave his report. The reported crime incidents within the ½ mile area from the 9300 block of Aylesbury Dr in the City of Rolling Hills were: 2 Assaults, 1 Burglary, 4 Thefts, 1 Robbery (AutoZone), 2 Vandalisms and 1 Vehicle Break in.

Code Enforcement Officer George Stewart continues to address parking concerns (7 parking citations this month) and yard maintenance. Additionally, he reported that the rags have been removed from the Korean restaurant's sign, and he's seeing an abundance of Kroger carts in our neighborhood. Officer Stewart has been in contact with someone from Kroger who picks up carts on three occasions this month. A letter went out to a homeowner on Tiverton regarding a lighting issue. There was an abandoned vehicle, which has since been removed.

Finance:

Commissioner Berrier was absent. Mayor Metz presented the November 2020 Financial Report. Motion to approve the Financial Statement ending November 30th was made by Commissioner Fawver. Seconded by Commissioner Monroe. Motion passed.

Sanitation:

Commissioner Fawver reported that there are no trash issues of which she knows. Our holiday lighting contractor, Zeppos came out to fix the GFI that was blown in the middle of the island, and to subsequently reset the timers for the lights. Cans have been requested for a new neighbor on Tiverton.

Public Works:

Commissioner Wilmes gave his report, indicating that two streetlights have been replaced.

New Business

Election Results --Outgoing Mayor Metz reported that election results have been certified. Judy Crowe was elected as the new Mayor, Michele Fawver was re-elected as a Commissioner and Shalonda Gregory was elected as a Commissioner.

Let the minutes hereby reflect that City Attorney Carrie Ritsert administered the oath of office to Mayor Judith A. Crowe, Commissioner Shalonda Gregory and Commissioner Michele Fawver.

Need for two more Commissioners by appointment—Outgoing Mayor Metz reported that he learned that these appointments must take place on or after January 1, 2021 and will be the responsibility of Mayor Crowe and Commissioners Shalonda Gregory and Michele Fawver. Specifically, they will first vote to appoint one Commissioner, then have them sworn in. After the newly appointed Commissioner is sworn in, then the three Commissioners and Mayor Crowe will vote on the appointment of the remaining fourth Commissioner, and have them sworn in. These appointments may be conducted at the next regularly scheduled monthly meeting on January 19, 2021 or a special meeting could be called. Two residents, Audrey Wagner and Rebecca Rupp have shown interest in serving as Commissioners.

Need for Treasurer --Mayor Crowe reported that the City has received one application for the now open position of Treasurer, which was submitted by David Metz. Commissioner Fawver made a motion to approve David Metz as the new Treasurer for the City of Rolling Hills. Commissioner Wilmes seconded the motion. Motion passed.

Let the minutes hereby reflect that City Attorney Carrie Ritsert administered the oath of office to Treasurer David Metz.

PVA Homestead Exemption— Mayor Crowe wanted to remind residents 65 and older (as of 2019), you are potentially entitled to benefit from the Homestead Act, whereby you receive a reduction in property taxes and possibly a refund from prior years.”

Snow and sidewalk reminder — Mayor Crowe shared a reminder that it is the responsibility of residents to clean the sidewalk in front of their home, if they can do so.

Commissioner Wilmes requested a signed copy of our snow contract be sent to our vendor, Roe.

Authorized Signers for any/all of City’s bank accounts – Treasurer Metz reminded the Commissioners that we will need to update our signer records for the City’s bank accounts. Note all City checks require two signatures.

Let the minutes reflect that the Mayor is Judith Crowe, Clerk is Karen Gott, Treasurer is David Metz and the Commissioner of Finance is to be determined.

Motion was made by Commissioner Monroe to authorize the signers on all of the bank accounts to be Mayor, Clerk, Treasurer and Commissioner of Finance. Motion was seconded by Commissioner Wilmes.
Motion passed.

Close Safety Deposit Box at PNC Bank— Treasurer Metz reported that the City had opened a safety deposit box at PNC Bank at the request of former Mayor Gustafsson, for the purpose of storing the original deed to the Green Space. The checklist for the closing on the property, instead of the deed itself, has been stored in the safety deposit box. City attorney Carrie Ritsert indicated that the deed is a public record and we could download a copy from the internet whenever needed.

Motion to close the safety deposit box at PNC Bank was made by Commissioner Fawver. Motion was seconded by Commissioner Wilmes. Motion passed.

Old Business

Landscaping of ends of Aylesbury behind shopping center—Treasurer Metz reported that the work is complete and looks wonderful. He challenged Mayor Crowe and new Commissioners to look at landscaping throughout the City to determine other areas that need immediate attention in the Spring to be re-landscaped.

Christmas Decorations—Treasurer Metz mentioned that the lights continue to look great. Commissioner Fawver reported that sometime after the first of the year, likely second week of January, Zeppos will return to take down the lights.

Sidewalk Ramp replacement— Treasurer Metz reported that eight (8) ramps have been completed. In 2021 the Commission needs to look at sidewalks again to determine whether there are additional sidewalks to repair.

Shopping Center Entrance/Exit issues—Treasurer Metz hopes Mayor Crowe will be able to establish a relationship with the owners.

Curb painting-- Treasurer Metz reported that work is complete.

Green Space Update— Treasurer Metz commented that last month's minutes give you an idea of the current plans.

Speedhump Reflective Signs— Commissioner Wilmes will install signs where needed and will coordinate with Treasurer Metz to place any remaining signs in our storage unit for future use.

COVID Funds— Treasurer Metz indicated nothing new to report.

Opioid Funds— Treasurer Metz indicated nothing new to report there either.

Treasurer Metz reported that the City of Rolling Hills was awarded a \$1,500 grant for sidewalk repairs.

Public Forum

Resident Nick Roberts asked whether speed bumps that had been removed due to paving on Habersham and Goose Creek will be replaced? Treasurer Metz commented that the topic will be re-visited in the Spring.

Treasurer Metz congratulated Mayor Crowe, Commissioners Shalonda Gregory and Michele Fawver. He additionally thanked Commissioners Monroe and Wilmes for their service to the City of Rolling Hills.

Adjourn

Commissioner Wilmes made a motion, seconded by Commissioner Fawver, to adjourn the meeting. The motion passed and the meeting was adjourned at 7:42 PM.

Mayor *Judith Crowe* Clerk *Karen Gott*

Date: January 19, 2021