

City of Rolling Hills, KY – Regular Meeting Minutes

Meeting Place: On-line via Zoom

Tuesday, 4/20/2021 - 7:00PM

Mayor: Judith Crowe

Commissioners:

Shalonda Gregory (Finance)
Rebecca Rupp (Safety)
Audrey Wagner (Public Works)

Others:

Karen Gott (Clerk)
David Metz (Treasurer)
Carrie Ritsert (City Attorney)
George Stewart (Code Enforcement)
Julie Andersen (Joint Ethics Board Member)
David Ricci (Landscaping)

Absent: Michele Fawver (absent) (unexcused)

Guests: Peggy Trader, Doug Engelsman, Marilyn Minnick

The monthly Commissioners' meeting of the City of Rolling Hills, Kentucky was held on April 20, 2021 via an online video conference using the Zoom meeting platform. Mayor Crowe called the meeting to order at 7:00 PM and welcomed all.

Approval of Agenda:

A motion was made by Commissioner Rupp to approve the agenda. Seconded by Commissioner Wagner. The motion passed.

Minutes of the Previous Meetings:

A motion was made by Commissioner Rupp to approve the minutes of the March 16, 2021 meeting. Seconded by Commissioner Gregory. The motion passed.

Municipal Orders:

Treasurer Metz presented the municipal order 10, series 2020-2021 to pay the bills. A motion was made by Commissioner Wagner to approve municipal order 10, series 2020-2021. Seconded by Commissioner Rupp. The motion passed.

Treasurer's Report:

Treasurer Metz presented the Financial Report for the month ending March 31, 2021. Commissioner Rupp made a motion to accept the Financial Report for the month ending March 31, 2021. Seconded by Commissioner Wagner. The motion passed.

Public forum:

No comments were made.

City Attorney:

Attorney Ritsert reported that Rumpke's contract expires in June. Question is whether we should renew at the exact price point or re-bid the contract? Taxes and Budget will need to be drafted and have a first public reading at the May meeting, with the second public reading to occur at the June meeting.

COMMISSIONERS REPORTS**Safety/Code Enforcement – Commissioner Rebecca Rupp**

Commissioner Rupp gave her report. Per the Crime Mapping website, the following were reported crime incidents within the ½ mile area from the 9300 block of Aylesbury Dr in the City of Rolling Hills for period of 3/18/21 through 4/17/21: 1 Assaults, 1 Burglary, 1 Larceny, 1 Fraud, 0 Motor Vehicle Break-ins, 1 Vandalism, and 0 Harassments with no physical contact.

Commissioner Rupp added that she had been in touch with Code Enforcement Officer Stewart regarding a green wire that is around the perimeter of the grass area at 9224 Aylesbury. The wire crosses the sidewalk in two locations and there is a loose piece laying on the sidewalk ramp. It may be for a robotic mower. Commissioner Rupp raised this as a safety concern and asked whether we need an ordinance for invisible fences.

Code Enforcement Officer George Stewart indicated that he had visited the property with the green wire and had cited the owner. The wire has since been removed.

Officer Stewart also spoke with an Ollie's manager and learned that they subcontract the removal of their pallets, which have been accumulating and have become a concern. A citation has been sent to the owner of Ollie's, in Florida.

Officer Stewart also commented that graffiti is looking better, specifically that there has not been as much.

Officer Stewart reported that the apartment complex at 2504 Langdon Drive had an excessive amount of trash behind it. He has cited them.

An email and a letter have been received from a resident about semi-trucks on Kenlock Drive. Semi-cabs have additionally been seen parked on other streets in the City of Rolling Hills. It is particularly a concern if they exceed 6,000 pounds. Mayor Crowe suggested that the City of Rolling Hills may need an ordinance about trucks.

Finance:

Commissioner Gregory reported that she had reviewed the Treasurer's Financial Report ending March 31, 2021 and she confirms it.

Sanitation:

Commissioner Fawver was absent. Mayor Crowe reported that there was a couch on Tanglely Lane that had not been picked up by Rumpke.

Public Works:

Commissioner Wagner gave her report. She had met with former Public Works Commissioner Chris Wilmes and walked around the City. Commissioner Wagner is putting together a few pages of information that she learned as a future reference. She received a report of standing water in the yard of a home on Habersham Drive. It looks to be from a pipe. Commissioner Wagner has contacted Joe with MSD about that water issue. Commissioner Wagner has also

picked up the reflective signs which were used as speed hump indicators for the snowplow operators. Otherwise, things are quiet.

OLD BUSINESS

Green Space Project— Mayor Crowe has signed the proposal by the Bob Ray company. The City is currently on Bob Ray's calendar for April. Treasurer Metz reported that a representative from Bob Ray will call him in advance of beginning the work, so there will be a mutual understanding of where the cleanup work will start and stop.

Treasurer Metz has emailed MSD re: the drain down to the Green Space.

Rumpke Contract— The Rumpke contract will expire in June. Does the City want to renew for two more years or re-bid. Sanitation Commissioner Fawver was absent. The topic will be postponed to the May meeting.

Status of publication of the audit for fiscal year ending June 30, 2020—It will officially be published in the legal notices section of the Courier-Journal newspaper on April 21, 2020. Additionally, it has already been posted to the City's website and a notice will appear in the City's upcoming newsletter.

Letter was drafted to owners of the shopping center—Mayor Crowe had drafted a letter asking for the owners' help and read it aloud at the meeting.

Plant ideas for the open areas in the City— Mayor Crowe asked for suggestions. Landscaper Mr. Ricci will be doing trimming in about two weeks. He mentioned that the roundabout at the intersection of Aylesbury Drive and Langdon Drive was looking bad and could stand to have some changes in the type of plants there.

Repainting of white bars at each stop sign—This project remains on our task list.

Stop sign behind Dollar Tree—Landscaper David Ricci reported that the stop sign had been run over. The sign was destroyed but the post is in good condition. He has installed a temporary stop sign. Mr. Ricci suggested buying two stop signs; one to use and a second as a backup. They are \$52 a piece. If we purchased two signs, it would cost \$112.26 plus a couple bags of concrete plus 1.25 hours of labor, would cost a total of \$220 to replace the stop sign.

Motion was made by Commissioner Rupp to spend up to \$250 for the purchase and replacement of the stop sign, an extra sign, concrete and labor. Seconded by Commissioner Wagner. The motion passed.

NEW BUSINESS

Codification Update— Clerk Gott reported that Mayor Crowe had digitized the rough draft of the codification from American Legal, and it had been emailed to all the Commissioners, Treasurer and Clerk for review. City Attorney Carrie Ritsert had inadvertently not received it, which was rectified.

An editorial document with questions that need to be answered was sent to the Mayor, Treasurer, Clerk, Commissioners and Attorney. The rough draft of the codification needs to be reviewed, and the deadline to turn in any additional ordinances and make any changes is April 27, 2021.

Treasurer Metz, as well as Attorney Ritsert and Mayor Crowe expressed concern that the deadline would not allow reasonable time to thoroughly review the contents of the draft, confirm its' accuracy and answer the questions. Clerk Gott was directed to contact Aimee Choi at American Legal to request the deadline be extended to June 1st. Additionally, Clerk Gott will contact the grant liaison, Hayden Kandul to update them on our status and inquire about the ramifications of taking this additional time to review the draft.

Discuss a new ordinance for cars that have not moved in months—Mayor Crowe mentioned that there are some cars in the City that have not moved in months. We need to look to see if a car ordinance already exists. Response was that we believe an unnumbered ordinance, series 2016-2017 was passed pertaining to motor vehicles.

Paving—Mayor Crowe reported that she had spoken with Meadow Vale's Mayor, Mary Horning. Meadow Vale is going to be paving at the end of June. She will find out which bid they accepted.

Review Ordinance 6, series 2016-2017 on our website, which was also mentioned in the codification draft on page 88. We are not sure if it is referring to the most recent ordinance.

Budget—Treasurer Metz reminded everyone that we need to work on our budget for next fiscal year. Please forward your pertinent figures to him. There are some expected increases in expenses because the cost of electricity will go up by 7%. Treasurer Metz will build those expenses into the budget. We also need to decide what will we do with the City of Rolling Hills' tax rate? The first reading of the budget ordinance will need to be in May, with a second reading and approval to follow in June.

CARES Act grants—this money will be available and we could apply for it, potentially \$91,000+. The money is for COVID related issues. The paving and Green Space expenses will not qualify. Mayor will find out further restrictions and submit our application. A DUNS number will be required.

DUNS number—Treasurer Metz will apply for one on behalf of the City.

Public Forum:

Marilyn Minnick asked whether we have an ordinance about trash cans. Mayor Crowe replied that we do not.

Peggy Trader wants to put up a fence and was seeking more information in writing. Treasurer Metz explained that the City is in the process of codifying the ordinances that we have, and there are ordinances that have some holes in them.

Adjourn

Commissioner Wagner made a motion, seconded by Commissioner Gregory, to adjourn the meeting. The motion passed and the meeting was adjourned at 8:40 PM.

Mayor: *Judith Crowe*

Clerk: *Karen Gott*

Date: May 18, 2021