



City of Rolling Hills, KY – Special Meeting Minutes

Meeting Place: Plantation City Hall

Tuesday, September 19, 2023 - 7:00 PM

- Mayor:** Judith Crowe
- Commissioners:** Rebecca Rupp (Safety)
Audrey Wagner (Public Works)
Pam Vazquez (Finance)
- Others:** Karen Gott (Clerk)
David Metz (Treasurer)
George Stewart (Code Enforcement Officer)
Julie Andersen (Ethics Board Member)
Tony Laubheimer (Landscape)
- Absent:** Haileigh Arnold (Sanitation)
Jonathan Ricketts (Attorney)(excused)
- Guests:** None

The monthly Commissioners' meeting of the City of Rolling Hills, Kentucky was held on September 19, 2023 at Plantation City Hall. Mayor Crowe called the meeting to order at 7 pm and welcomed all.

Approval of Agenda:

Mayor Crowe presented the agenda. Commissioner Rupp moved to approve the agenda. Commissioner Vazquez seconded the motion. Motion carried.

Minutes of the Previous Meeting:

Commissioner Vazquez moved to approve the minutes of the August 15, 2023 meeting. Commissioner Wagner seconded the motion. The motion carried.

Municipal Orders:

Treasurer Metz presented municipal order 3, series 2023-2024 to pay the bills. Commissioner Wagner moved to approve municipal order 3, series 2023-2024. Motion seconded by Commissioner Vazquez. The motion carried.

Treasurer's Report:

Treasurer Metz had emailed the financial statement report for the month ending August 31, 2023 to the Commission. He noted that the outstanding receivables are primarily business license fees and rental property license fees. Commissioner Wagner moved to accept the financial report. Motion was seconded by Commissioner Rupp. The motion carried.

Public forum:

No one spoke.

Attorney's Report:

Attorney Ricketts had an excused absence.

Commissioners Reports

Safety/Code Enforcement—Commissioner Rebecca Rupp

Commissioner Rupp reported that per www.CommunityCrimeMap.com, there were no crimes reported within the City for the past month.

Code Enforcement—Officer George Stewart

Officer Stewart reported that he has been dealing with a lot of grass issues, carts left within the City, as well as the trailer on Walhampton Court. He noted the property located at 9209 Glover Lane is now owned by the bank. Officer Stewart mentioned an ordinance from many years ago required bank owned properties to be registered with the City. Thorntons has removed most of the vinyl fencing damaged by Spring 2023 windstorms. Additionally, it appears that Thorntons is currently for sale. The question was raised as to which businesses are operating out of houses within the City?

Finance— Commissioner Pamela Vazquez

Commissioner Vazquez confirmed that money was transferred to investment accounts as reflected in the Treasurer's report.

Sanitation—Commissioner Haileigh Arnold

Commissioner Arnold was absent.

Public Works— Commissioner Audrey Wagner

Commissioner Wagner reported that she continues to work on streetlights that are out. Currently the streetlight in the roundabout on Langdon Drive. Mayor Crowe will call LG&E about the light out on Habersham. Commissioner Wagner had received an email about tree branches on Aylesbury. They've since been removed.

Unfinished Business

Update on the Green space and MSD—Treasurer Metz reported that the project is nearly complete. The pipe is in place, repaving finished, and grass seed and straw laid. Final detail to be completed is the replacement of a post, so that the chain can be replaced, to prevent vehicular traffic.

MSD Tree grant— Treasurer Metz reported that he had applied for a tree grant and the City of Rolling Hills was awarded nineteen trees at a total value of \$4,560. He noted that MSD pays only for the trees but not the labor. The City will need a memorandum of understanding with MSD.

Commissioner Rupp moved to authorize the Mayor or Treasurer to act on behalf of the City of Rolling Hills, Kentucky with the Louisville and Jefferson County Metropolitan Sewer District. Commissioner Wagner seconded the motion. Motion carried.

A new Mayor Pro-Tem – Commissioner Vazquez moved to appoint Commissioner Rebecca Rupp as Mayor Pro-Tem. Commissioner Wagner seconded the motion. Motion carried unanimously.

New Business

Discuss rental properties being used as an Air Bnb— Mayor Crowe reported that she has received two emails asking about the City’s requirements for short-term rental properties. She said we can use Metro’s guidelines, though noted that it’s come to her attention that Metro is currently reviewing and potentially revising, their guidelines for these short-term rentals.

Discuss and have first reading of the Code Enforcement Ordinance— moved to October’s meeting.

Discuss snow contract— Landscaper Tony Laubheimer reported that he does not know the price of salt; a key factor in the contract.

Decorations for the holidays— Mayor Crowe stated that this will need to be decided in October.

Discuss pay review for commissioners— Mayor Crowe stated that any increase has to be enacted six months before election, which would be by March 2024. The potential raise would be \$400. The current salary of a commissioner is \$2,400, therefore potential salary would be \$2,800 per year.

Discuss audit for City— Our auditor is coming in October.

Public Forum:

No one spoke.

Adjourn

Commissioner Wagner moved to adjourn the meeting. Motion was seconded by Commissioner Rupp. The motion passed and the meeting was adjourned at 8:20 PM.

Mayor *Judith Crowe*

Clerk *Karen Gott*

Date Approved: October 17, 2023