



## City of Rolling Hills, KY – Regular Meeting Minutes

**Meeting Place: Plantation City Hall**

**Tuesday, March 5, 2024 - 7:00 PM**

**Mayor:** Judith Crowe

**Commissioners:** Rebecca Rupp (Safety)  
Audrey Wagner (Public Works)  
Pam Vazquez (Finance)  
Doug Engelsman (Sanitation)

**Others:** David Metz (Treasurer)  
Karen Gott (Clerk)  
Jonathan Ricketts (Attorney)  
Tony Laubheimer (Landscape)  
Carolyn Lockard (Joint Ethics Board representative)  
George Stewart (Code Enforcement) left at 7:15 pm

**Absent:** None

**Guests:** None

The monthly Commissioners' meeting of the City of Rolling Hills, Kentucky was held on Tuesday, February 21, 2024 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 and Treasurer Metz requested the following topics be added: cyber liability insurance and LG& E lights. Commissioner Vazquez moved to approve the agenda with the noted additions. Commissioner Wagner seconded the motion. Motion carried.

### **Minutes of the Previous Meeting:**

Commissioner Vazquez moved to approve the minutes of the January 16, 2024 meeting. Commissioner Wagner seconded the motion. The motion carried.

### **Municipal Orders:**

Treasurer Metz presented municipal order 8, series 2023-2024 to pay the bills. Commissioner Wagner moved to approve municipal order 8, series 2023-2024. Motion seconded by Commissioner Rupp. The motion carried.

### **Treasurer's Report:**

Treasurer Metz had emailed the financial statement report for the month ending January 31, 2024, to the Commission. Commissioner Vazquez moved to accept the financial report. Motion was seconded by Commissioner Rupp. The motion carried.

**Public forum:** No guest; no one spoke.

**Attorney's Report:**

Attorney Ricketts reported that there are two ways of increasing the pay of city officials and employees. The first option is a cost-of-living increase, based on the consumer price index, published in July of each year. The second option would be for the Commission to give a pay increase passed by ordinance, which would specify the amount of pay increase for officials and employees.

**Commissioners' Reports**

**Safety/Code Enforcement—Commissioner Rebecca Rupp**

Commissioner Rupp reported there was one criminal incident (a domestic violence 4<sup>th</sup> degree assault, with minor injury) reported within the city for the past month. Source was Community Crime Map.

**Code Enforcement—Officer George Stewart**

Officer Stewart commented that throughout the week he regularly sees trash cans left at the street on non-trash pickup days. He suggested a trash can ordinance to address it.

**Finance—Commissioner Pamela Vazquez**

Nothing to report.

**Sanitation—Commissioner Doug Engelsman**

Commissioner Engelsman is to review current sanitation pickup of homes, apartments and condos. He will work on making a recommendation to present to the Commission, so that the city can budget accordingly.

**Public Works—Commissioner Audrey Wagner**

Commissioner Wagner has been working to gather bids to consider for street paving.

**Unfinished Business**

1. **First Reading of Ordinance 3, series 2023-2024**

Commissioner Vazquez moved to have the first reading of Ordinance 3, series 2023-2024. Commissioner Wagner seconded the motion. Motion passed unanimously.

Attorney Ricketts read the ordinance in its entirety. In summary it would increase the annual pay for a commissioner from \$2,400 to \$2,600. The mayor's annual pay would increase from \$4,800 to \$5,160.

2. **First Reading of Ordinance 4, series 2023-2024**

Commissioner Vazquez moved to have the first reading of Ordinance 4, series 2023-2024. Commissioner Engelsman seconded the motion. Motion passed unanimously.

Attorney Ricketts read the ordinance in its entirety. In summary it would increase the annual pay for the treasurer and clerk from \$6,000 to \$6,480.

**Green space**—A lot more walking traffic enjoying this natural area. A stone bench has been added. Suggestion made to have something for little kids to do in the greenspace. General discussion about wood chips and signage.

**LG&E**— representative will be in the City of Rolling Hills on February 26, 2024 at 9:00 am to talk about the lights in the city. Specifically, where we would like to have LED streetlights.

Treasurer Metz suggested we request that LG&E provide a map showing the location of each of the lights in the city, to confirm that we are being billed correctly.

**New Business**

**Discuss bids for paving** -- Commissioner Wagner presented bids for paving on Langdon Drive, Tiverton Way and Walhampton Drive as follows:

<b>Company</b>	<b>Langdon Dr</b>	<b>Tiverton Way</b>	<b>Walhampton Dr</b>
Tony’s Tree Care	\$125,000	\$110,000	\$61,000
Louisville Paving	\$84,303	\$67,962	\$35,776
Flynn Brothers	\$80,257.35	\$91,475.65	(included in \$91,475.65)
Pave It Forward	\$131,000	\$125,000	\$95,000

General discussion as to whether other streets need to be included and/or prioritized for this paving project. Commissioner Wagner will contact bidders Louisville Paving and Flynn Brothers to ask how much it would cost to pave Trentham, Tiverton Court, and Walhampton Court.

Current paving bids are good for 30 days, therefore a Special Meeting will be held March 5<sup>th</sup> at 7pm at Plantation City Hall to review the expanded bids and potentially choose a paving contractor.

**Attorney for the Code Enforcement Board for Plantation, Meadow Vale and Rolling Hills**— Mayor Crowe reported that Plantation’s city attorney stated he will help us with the Code Enforcement Board.

**Cyber liability insurance**— Treasurer Metz reported that historically cyber liability insurance was included in our liability insurance, but now it is separate. If we added cyber liability insurance the premium for it would be \$500. The total KLC insurance cost last year was \$5,491. General discussion.

Commissioner Vazquez moved to accept the premium and pay the \$500 cyber liability insurance.

Commissioner Rupp seconded the motion. Motion carried.

**Review of ordinance books to see if any need to be addressed with changes**— Mayor Crowe suggested we address this in another future monthly meeting.

**Public Forum:** No guest; no one spoke

**Special Meeting on Tuesday, March 5<sup>th</sup> at 7pm at Plantation City Hall. Agenda: Review expanded paving bids and street light information provided by LG&E.**

**Adjourn**

Commissioner Vazquez moved to adjourn the meeting. Motion was seconded by Commissioner Wagner. The motion passed and the meeting was adjourned at 8:48 PM.

Mayor Judith Crowe

Clerk Karen Gott

Date Approved: March 19, 2024