

Minutes for the City of Worthington Hills
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Date: January 15, 2019

Present: Robert Stonum Dennis Metcalf Carol Campbell Dan Small
 Steve Schwager Linda Beville Bev Lush

The meeting was called to order at 7:00 pm by Mayor Stonum with a motion from Commissioner Campbell and seconded by Commissioner Metcalf. The Pledge of Allegiance to the Flag of the United States was recited, followed by a moment of silent prayer.

Citizens Participation: There were 7 citizens present.

Nomination and voting on empty Commissioner position: Dawn Eichenberger was nominated by Mayor Stonum. No other nominations were brought forth. Commissioners voted unanimously in favor of Dawn Eichenberger. Motion to proceed with the swearing in of the new Commissioner was made by Linda Beville and seconded by Dennis Metcalf. Attorney Steve Schwager administered the Kentucky Oath of Office to Dawn Eichenberger for Commissioner. There was a short discussion on the duties of each Commissioner position.

Mayor Pro-Tem: There was a motion made by Carol Campbell and seconded by Dawn Eichenberger to appoint Dennis Metcalf as Mayor Pro-Tem. The vote was unanimous.

Commissioners Assignments:

Commissioner duties were discussed and the following assignments made and approved:

Public Safety & Health Commissioner: Dennis Metcalf
Road Commissioner: Carol Campbell
Utilities Commissioner: Linda Beville
Property Maintenance: Dawn Eichenberger

It was noted by the Mayor that there are 10 miles of roads in COWH.

Minutes: Minutes for December 18, 2018 were read by Bev Lush. The motion was made by Commissioner Linda Beville and seconded by Dawn Eichenberger, to approve the minutes as read. The vote was unanimous.

Financial Report: Dan Small, the Treasurer, read the financial report for the December, 2018-2019 Fiscal Year. All December invoices were recorded on the January Expense Review and passed to each Commissioner for their review and initials to approve. Commissioner Linda Beville questioned the December invoice from Maximus for work done in the open space. It was noted that the invoice was for work done in November, not December. Commissioner Beville made a motion to approve the financial report as read. This was seconded by Carol Campbell. Vote was taken and it passed unanimously.

The January 2019 Expense Review form containing all invoices received by Friday January 10, 2019 was reviewed and approved by all Commissioners.

It was noted that the 2018 1099's were created and will be mailed out by January 31, 2019 as required by law.

Presentation by City Attorney:

- Attorney Schwager sent an email to all commissioners per Mayor Stonum regarding Mayor Sea not using payroll company to pay himself and Commissioner Sea. Mayor Stonum, Treasurer Small and Attorney Schwager met with auditors and determined that City pays their part of taxes, Commissioner Sea pays her part and Mayor Sea's part is not attainable. It was determined that Commissioner Sea owed \$55.77 and she gave this cash to Attorney Schwager who is now turning it over to the City. Attorney Schwager made note that he considers the issue over. Motion was made by Commissioner Campbell and seconded by Commissioner Beville to put this issue to rest. Voting was unanimous.*
- Parking application and permit sample given to Commissioner Metcalf*
- Roy and Betty Coleman delivered City property to attorney's office*
- Ordinance #1 Series 2019 - Rental property ordinance – It was noted that the City tried to pass this in 2016, but it didn't pass because Metro Louisville already had one. Attorney Schwager did the 1st reading of the ordinance. He will send out drafts within 30 days of enactment after 2nd reading.*
- Discussed AIRBNB issues. Seems would only be issue in the METRO area, but could happen in COWH. Any issues within City, we can call 311 and METRO Code Enforcement and Health Department can investigate.*
- New statute says that when we are posting an ordinance, we can do it as a certified summary and can direct to our website instead of putting all the wording in the Courier Journal.*
- Ordinance #2 Series 2019 – Property Foreclosure Notification ordinance – involved mortgage companies must notify City. We can then watch properties for problems.*
- Ordinance #3 Series 2019 – Curfew ordinance – hard to enforce re: United States and Kentucky Constitutions. Attorney Schwager will create this ordinance.*
- Ordinance #4 Series 2019 – Blighted Properties ordinance – pertains to City properties. If deemed to be blighted property, City can impose a higher tax rate. Issues include empty, etc. Who "blights" a property? METRO or COWH?*
- Ordinance #5 Series 2019 – Tax Rate ordinance – 1st reading to keep at same rate for Fiscal Year July 1, 2019 through June 30, 2020.*
- Municipal Order #1 Series 2019 – Purchase of Goods and Services. Municipal Order was read by Attorney Schwager, who also noted that Municipal Orders only require 1 reading. Motion by Commissioner Beville to make mileage rate reimbursement to be equal to the state's quarterly reimbursement rate. This motion was seconded by Commissioner Eichenberger. Voting was delayed until re-written and read again at the February City meeting.*

Mayor Stonum spoke of City audits not yet current. KY Department for Local Governments (DLG) has sent letter to City advising us to get caught up on the audits or the road funds to our City will stop. CPA's are currently working on 2015. Motion made by Commissioner Campbell and seconded by Commissioner Metcalf for Attorney Schwager to mail a letter to the DLG explaining the situation. Voting was unanimous.

Unfinished Business:

Laptops – Commissioner Campbell made a motion and it was seconded by Commissioner Beville to have Transition Technology create the 2 needed laptops and to make sure they have only the needed software on them. They shall come out to set them up once created. Also set up the NEAT scanner. Treasurer Dan Small said he doesn't need a City laptop at his office so the motion was modified to say the City only needs one new laptop at this time.

QuickBooks Online – Dan Small hasn't checked the online version yet because he uses the desktop version and his office is backed up constantly. Mayor Stonum wants all information on the Cloud for everyone's access.

IContacts is under Glenn Sea's name (not COWH) so Mayor Stonum is having trouble getting access to have the City information released.

1st Quarter tax has been corrected and information went out.

Some discussion on designating April as "Beautification Month" to have the City looking nice for our Derby guests.

"Removal of Nuisance" ordinance - Order #1 Series 2012 – needs signature page completed so ordinance can be enforced.

City Clerk Duties – Regulatory Statutory Duties in form letters.

New Business:

Storage unit – Mayor Stonum and Commissioner Metcalf met Roy Coleman at the unit to get access to City's property. Current unit was also later inspected by Commissioner Beville with Mayor Stonum and found to be cold, damp and dusty. Some of the property had previously been taken to Attorney Schwager's office by Mr. Coleman. Mayor Stonum and Commissioner Beville met with the Resident Manager who suggested moving to a new unit in their temperature controlled/sprinkler protected area. Old unit costs \$155 per month. New smaller unit in new 'Temperature Control' area would cost \$79 per month plus additional \$8.00 per month rental on 2 storage shelving units. It was determined that for the safe storage of City property, the new area unit was best. Motion by Commissioner Beville and seconded by Commissioner Eichenberger that the City rent the new, smaller unit. Voting was unanimous. Moving day was scheduled for Saturday January 26.

Mayor Stonum and Commissioner Metcalf made a trip to the storage unit on January 15 to pick up the iMAC after being concerned about the lack of temperature control in the old unit. It's possible to restore deleted files on the iMAC by Transition Technology.

COMMISSIONER REPORTS:

Public Safety and Health: Commissioner Metcalf drove City on several occasions. Returned one phone call about limbs cut 11012 Bay Run Dr. Issued two parking permits.

Derby City Protection, LLC December 2nd - December 18th

Parking Citations/Warnings 6

Theft Deterent 9

Dispatched Run 1

Resident Complaints 4

Traffic Stops 15

Safety Checks 4

IPL Cases Opened 2

Criminal Citation

Utilities: Commissioner Beville reported that she requested Rumpke to provide curbside guidelines to post for residents re: pickups. 1 dumpster was exchanged in the Treis Condo area at no charge. Residents are pleased. Drove City twice and saw no lights were broken. The lights at the entrance to City at Westport Road seem to sometimes be on/sometimes be off. Mattress on Northumberland has been picked up. Resident was unaware that the mattress needed to be in plastic bag.

Property Maintenance: no commissioner in this position

Road Maintenance: Commissioner Campbell has noticed small cracks on the surface of the roads in COWH. There are treatments that can be applied that will add 6 to 7 years of life to roadways. She will check with companies that can do this work. Thanks to Mayor Stonum who contacted Minor and Company (since the Commissioner was out of town), the streets were brined prior to inclement weather on January 12, 2019.

We were advised that tickets handed out by Derby City Protection are written on and go through METRO, not COWH. This means that any money collected from these tickets goes to the state, not COWH.

Items for next meeting: New website announcement – either with sign at City entrance; or via Reach Alert.

Motion was made by Commissioner Campbell and seconded by Commissioner Eichenberger to adjourn the meeting. The meeting was adjourned at 9:30 pm.

Sign:

City Clerk: _____ Date: _____

Mayor: _____ Date: _____

