

Glenview Hills City Government
Monthly Meeting
November 5, 2018

<u>Commissioners</u>		<u>Attendance</u>
Mayor	Bryan Schmitt	Present
Landscaping	Virginia Schulte	Present
Landscaping Elect	Justin Woodson	Present
Streets & Drainage	Cordell Lawrence	Absent
Lights, Signs, & Insurance	Lisa Bentley	Present
Law Enforcement & Sanitation	Abigail Green	Absent

Appointed Officers

Treasurer	Wes Adams	Absent
Treasurer Appoint	Maria Hawkins	Present
Attorney	April Wimberg	Present
Clerk	Katie Schmitt	Present
League of Cities		

Mayor Schmitt called the meeting to order at 7:03 pm.

Police Crime Report presented by Major Schwab. There have been no incident reports for the past thirty days. The speed machine data collection was discussed. Mayor Schmitt reports that the results show increased incidents of speeding during a three hour window around lunch time. Major Schwab stated that the Lime Road speed machine post will be included in a reoccurring three to four week rotation. Clerk Schmitt asked if the Homeland security patrol can pull over speeders during the data-indicated three hour window. Security cameras were discussed and Commissioner Bentley will get a quote from Applied Audio and Visual. Mayor Schmitt will delegate the camera project to a Commissioner.

The vote on the October meeting minutes will be suspended due to only two Commissioners being present.

Attorney Report by April Wimberg. Attorney Wimberg discussed the Procurement Procedures that need to be followed by the Council. She did reach out to former Attorney Harralson in regards to the procedures. Mayor Schmitt noted the original roles and responsibilities listing for Council members. He asked Attorney Wimberg to update, revise, and edit those expectations and regulations for council

members. Commissioner Elect Woodson asked Attorney Wimberg about the use of a personal email account to conduct city business. Attorney Wimberg explained the City's Gmail account and the use of it. Commissioner Woodson decided to create a separate email account for himself which Clerk Schmitt will update and use for correspondence in the future. Attorney Wimberg suggested a newsletter be distributed as an update to residents, and she offered to write the update on the achievement of the Lime Road paving by Glenview Park.

Mayor's Report by Mayor Schmitt. Mayor Schmitt reported on the completion of the Lime Road paving project paid for by Glenview Park. Mayor Schmitt has attempted to repair the broken fixture at the front entrance, and reports that it is unable to be repaired because the fixture is stripped. Therefore, the fixtures need to be replaced. He asked that Commissioner Bentley obtain quotes for four fixtures, their installation, and the installation of an additional electric meter for the security system. He reports that a PO Box is still not available, but the one that is part of an estate should be coming available. Mayor Schmitt met with the Property Value Administrator, Tony Lindauer, in regards to the cemetery, and he reports that Mr. Lindauer's office has found the earliest documents available for the property. Mayor Schmitt completed the irrigation hook up on Lime Kiln Lane for the seeding project. He noted that Attorney Wimberg needs to send a notification letter to the Secretary of State in regards to the newly appointed Treasurer, Maria Hawkins. He also noted that the MCI proposal for the Verizon franchise agreement has been reviewed by both himself and Attorney Wimberg.

Clerk Report by Katie Schmitt. Clerk Schmitt suggested the City have a social coordinator for neighborhood events, and the volunteer position would not be a part of the City Council, but a separate committee. She updated the new council members' emails with Major Schwab. The Directory is still under progress.

Treasurer Report by Wesley Adams. Treasurer Adams is absent this evening, but Treasurer Appoint Hawkins is present. Treasurer Appoint Hawkins distributed and reviewed the October monthly statement prepared by Treasurer Adams. She noted no unusual expenses for the month.

Streets and Drainage Report by Commissioner Lawrence. Commissioner Lawrence is absent, but Mayor Schmitt gave an update on the Metropolitan Sewer District's projects within the City. The MSD project for Shallcross will be considered next year and the MSD project for Dunraven is out for public bid.

Lights, Signs, and Insurance Report by Commissioner Bentley. She gave Mayor Schmitt a color coded map of all the signs. Mayor Schmitt noted that the City has one temporary stop sign and he will pick it up from former Commissioner Gustafson. He recommended Eagle Sign to Commissioner Bentley for obtaining an estimate for sign replacements.

Landscaping Report by Commissioner Schulte. She reports that the grass seed is growing along Lime Kiln Lane where GoGreen seeded. She reviewed the four bid proposals for the landscaping contract for 2019-2020. The first bid is from Well Kept which functions using the general contractor/sub contractor model. The adjusted bid is \$30,180 and current clients include various Home Owner Associations. The second bid is a joint bid from Theo Lawn Care and LawnCo which are the companies currently under contract for the 2017-2018 term. LawnCo maintains the main front entrance and front entrance islands and Theo Lawn Care maintains the remainder of the City's property. Their combined quote is for \$31,689. The third bid is from Roe's for \$24,274. Roe's current clients include the Autumn Ridge neighborhood. The fourth bid is for Sherman for \$23,500. Sherman's current clients include Bridgepoint

and Lancaster Manor. There are not enough Commissioners present to vote on the landscaping bids so the voting will be postponed to the December meeting.

Law Enforcement and Sanitation Report by Commissioner Green. Commissioner Green is absent, but sent an update via Clerk Schmitt stating that she will try to have the website up and running by the next meeting.

Jefferson County League of Cities Report. There is no League of Cities Representative at this time.

Mayor Schmitt adjourned the meeting at 8:37 pm.