

Glenview Hills City Government
Monthly Meeting
December 3, 2018

<u>Commissioners</u>		<u>Attendance</u>
Mayor	Bryan Schmitt	Present
Landscaping	Virginia Schulte	Absent
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 7:01 pm. Mayor Schmitt noted that the next term elections are complete. There is currently no League of Cities Representative so if there is anyone interested in the position please let Mayor Schmitt know. Mayor Schmitt swore in Commissioner Bentley and Commissioner Elect Woodson. He will swear in Commissioners Green and Lawrence at a later date and prepare the affidavits.

Police Crime Report presented by Major Schwab. Major Schwab reported that there was only two false burglar alarms for the month of November. He will place a speed machine on Lime Kiln Lane this week. There were no door to door salesmen this year. Major Schwab suggested utilizing Homeland Patrol for house watches during holiday travel.

The October and November meeting minutes were reviewed. Commissioner Bentley made a motion to approve the minutes. Commissioner Green seconded the motion via phone. The council voted and the minutes were unanimously approved.

Mayor Report by Mayor Bryan Schmitt. Mayor Schmitt reported that the MCI proposal is finalized with Verizon, and the document was reviewed and edited by Attorney Wimberg. Attorney Wimberg's document edits were accepted by MCI. The first reading of the document was completed.

Commissioner Bentley made a motion to approve the MCI document but the motion was tabled. Former Commissioner Gustafson has a temporary stop sign at his house which Mayor Schmitt will pick up and store for the City. Mayor Schmitt obtained a Post Office Box for the City and it is located at the Glenview Post Office. The City's new address is: City of Glenview Hills, 4330 Glenview Avenue, PO Box 35, Glenview, KY 40025. Mayor Schmitt gave an update on the Cemetery. Commissioner Bentley obtained an insurance estimate for adding the Cemetery to the City's policy, and since the Cemetery is inactive the cost would be less than one hundred dollars per year. Mayor Schmitt notes that although the City of St. Matthews is larger than a sixth class city, it maintains its own cemeteries. Attorney Wimberg recommends not pursuing ownership of the cemetery at this time so the Cemetery discussion is tabled for now. Mayor Schmitt is compiling a newsletter so if there are any items to include in it please let him know. Clerk Schmitt suggested including the search for a neighborhood social coordinator. Mayor Schmitt repaired some pot holes along Burlington Avenue.

Attorney Report by April Wimberg. Attorney Wimberg recommended not creating a code enforcement board at this time. Mayor Schmitt will give her the original roles and responsibilities of Commissioners to edit and update, and he will also send her the example League of Cities letter to the Secretary of State in regards to the appointment of Maria Hawkins to Treasurer.

Clerk Report by Katie Schmitt. Clerk Schmitt suggested placing the social coordinator position in the newsletter. She updated the sold houses list and distributed via email to City Council.

Treasurer Report by Maria Hawkins. Treasurer Hawkins distributed and reviewed the monthly statement. She has invoices to pay, and will pay them as soon as she gets possession of the City's checkbook from Treasurer Adams. Mayor Schmitt submitted a receipt for reimbursement for the PO Box annual purchase. Treasurer Hawkins completed and submitted the UFIR for the MRA funds. She also updated and submitted the US Census report. She reports that Adams' audit is in process. Treasurer Hawkins and Mayor Schmitt will get the bank accounts signature cards updated. Treasurer Hawkins will download all the financial documents once she receives the thumb drive. She will look into the Spectrum deposit that the City is supposed to be receiving. Mayor Schmitt also submitted the LawnPro contract for street snow plowing to Treasurer Hawkins for payment.

Lights, Signs, and Insurance Report by Commissioner Bentley. Commissioner Bentley distributed light fixture examples to replace the corroded fixtures at the front entrance. The fixture discussion will be tabled until an electrical quote is received for installing the fixtures, adding an electric box to Lime Road entrance and one for the sprinkler. Commissioner Bentley received a security camera quote from Applied Audio and Visual which included more robust cameras. She also received a quote from Davis Electronics which includes a non-quality installation. She will email both quotes to everyone for review. Commissioner Bentley notes that the insurance premium increase was one hundred dollars, and that the cost to add the Cemetery to the insurance policy is also one hundred dollars. She contacted Eagle sign for a quote in regards to both the street sign and frame replacements.

Landscaping Report by Commissioner Schulte. Commissioner Schulte is absent but Commissioner Elect Woodson is present to discuss the landscaping report and contract bids. Attorney Wimberg advises and recommends that Commissioner Bentley not be present during the landscaping contract bids discussion in accordance with Kentucky law due to her association with one of the bidders. Commissioner Bentley obliged with the recommendation and left the meeting. Commissioner Elect Woodson reviewed some points from the bids. He noted that Well Kept uses the subcontractor model. He reports that LawnCo

did not return his call and is also the highest bidder. He notes that Roe's contract is not specific which could potentially cause some issues. The landscaping contract bids discussion is tabled until the January meeting. Commissioner Elect Woodson will get a contract from both Jack Sherman and Well Kept. Clerk Schmitt informed Mr. Woodson about LawnCo still needing to reset the bench on Lime Road at Carlingford Drive.

Law Enforcement and Sanitation Report by Commissioner Green. Commissioner Green is absent but sent a report via email noting that she hopes to have the website up and running by the January meeting.

Streets and Drainage Report by Commissioner Lawrence. Commissioner Lawrence is absent but Mayor Schmitt noted that the MSD Project for Dunraven and Glenview Avenue is out for public bid.

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

Mayor Schmitt adjourned the meeting at 8:28 pm.