

Glenview Hills City Government  
Monthly Meeting  
February 4, 2019

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

Appointed Officers

Treasurer	Maria Hawkins	Present
Attorney	April Wimberg	Present
Clerk	Katie Schmitt	Present
League of Cities		

Mayor Schmitt called the meeting to order at 7:07 pm and roll call was completed.

The approval of the January meeting minutes was tabled because there was not enough Commissioners present to approve a motion.

Police Crime Report presented by Major Schwab. Major Schwab was absent and did not have a report.

Mayor's Report by Mayor Schmitt. He still has the affidavits and will mail them this month. The second reading of the MCI proposal was completed. The only change from the first reading was the update of the City address to include the new PO Box. Attorney Wimberg has reviewed the proposal and Mayor Schmitt will email a copy to the Council members. He picked up the temporary stop sign from former Commissioner Gustafson's house. Mayor Schmitt compiled and delivered a newsletter to all the residents. He completed change of address forms with the USPS for former Mayors Bufford, McGonnel, and a Glen Hill Road address that all still receive City mail correspondence. He delivered two welcome baskets to 2909 Glen Hill Road and to 2901 Carlingford Drive. Mayor Schmitt had spoken with Major Schwab several times about an unknown vehicle parking in various locations throughout the City, and Major Schwab had the vehicle towed by LMPD. He met with an electrician from Gould Electric, who waived the estimate fee, in regards to installing electric at the Lime Road entrance. The electrician was unable to find the nearest transformer so he will contact LG & E to determine the location of an appropriate tie in. Some residents have had questions in regards to the installation of a security system, and it is pending the electric installation at the Lime Road entrance.

Attorney Report by April Wimberg. Attorney Wimberg discussed the affidavits and will follow up with them. Mayor Schmitt asked Attorney Wimberg about the risk associated with the City obtaining an offsite commercial storage unit for City related materials including files and records, holiday decorations, a sign, and hoses. Attorney Wimberg advised that a third party storage unit would be acceptable for City document storage since both the third party company is insured and would have just as much risk as someone's garage or basement. Both Mayor Schmitt and Commissioner Green will look into storage units. Mayor Schmitt also asked Attorney Wimberg about the status of the Cabin Way bond, and she has not released the bond.

Clerk Report by Katie Schmitt. Clerk Schmitt will order welcome baskets when Mayor Schmitt is ready to deliver them. The City Officials Update Form is being completed this evening and she will submit it to the Department for Local Government.

Treasurer Report by Maria Hawkins. Treasurer Hawkins reviewed the monthly statement noting that there is not much revenue. She noted the high landscaping expense which included invoices from both Theo and Lawn Pro. Commissioner Woodson confirms that the invoice from Sherman Landscaping will be emailed. Treasurer Hawkins has received the last bit of W-2 data she needed in order to process them. Treasurer Hawkins reported that the Lawn Pro check bounced and a fee was incurred on the City's account. The check bounced because PNC had not updated the authorizing signatures so Treasurer Hawkins will call PNC to have the fee reversed since it was the bank's fault. Treasurer Hawkins noted the MRA fund commencement is pending the completion of the audit. Treasurer Hawkins reports that former Treasurer Adams is still following up with the two outstanding tax bills, and she will get them from him. She still needs the signature cards at Commonwealth Bank updated. She reported having cancelled the Reach Alert contract and therefore voiding the invoice.

Streets and Drainage Report by Commissioner Lawrence. Commissioner Lawrence is absent and does not have a report. Although, Mayor Schmitt notes that he would like to work on the blocked Dunraven drain this spring.

Lights, Signs, and Insurance Report by Commissioner Bentley. Commissioner Bentley is absent. Mayor Schmitt reviewed that the security bids have been obtained, she is getting an additional sign and frame bid, and that she is waiting on an electric quote from Gould Electric in regards to the Lime Road entrance.

Landscaping Report by Commissioner Woodson. Commissioner Woodson reported that the landscaping contract with Sherman's Landscaping is signed. He has created an improvement plan for the shrubs and satellite islands.

Law Enforcement and Sanitation Report by Commissioner Green. Commissioner Green requested a bid from Rumpke for the next contract term. She also requested a bid from Waste Management and is still waiting for it. Hometown Haulers is not wanting to bid for a contract with the City. Commissioner Green is continuing to develop the website, and is currently working on the history section with the information supplied by Clerk Schmitt. She will upload Mayor Schmitt's newsletter to the website as well. She has requested a pickup calendar from Rumpke and is still waiting to receive it. Commissioner Green is going to begin using Cheat Sheet in order to create Council emails on G Suite.

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

Mayor Schmitt adjourned the meeting at 7:57 pm.