

Glenview Hills City Government
Monthly Meeting
July 12, 2021

<u>Commissioners</u>		<u>Attendance</u>
Mayor	Bryan Schmitt	Present
Landscaping	Justin Woodson	Present
Streets & Drainage	Emily White	Present
Lights, Signs, & Insurance	Brittany Wilson	Present
Law Enforcement & Sanitation	Abby Heird	Present

Appointed Officers

Treasurer	Maria Hawkins	Present
Attorney	Abigail Green	Present
Clerk	Katie Schmitt	Present
League of Cities	Cara Tobe	Present

Mayor Schmitt called the meeting to order at 8:05 pm and performed roll call. Residents Tongate, Gob, and Nelson are also present.

Lights, Signs, and Insurance Report by Commissioner Wilson. The City's insurance policy has renewed and it is the same policy. She had already reported having reached out to an insurance broker in April and there were no comparable insurance policies available. She noted the car accident on Glen Hill Road and Lime Kiln Lane that caused damage to the front entrance sign and stop sign. Eagle Sign is the company that installed the stop signs within the city. A stop sign is also needed on Lime Kiln Lane access road. Mayor Schmitt noted that each stop sign costs approximately \$650. Mayor Schmitt suggested filing the insurance claim with the driver at fault's insurance first. Replacement bamboo signs also need to be ordered because there are bamboo signs that are missing. Mayor Schmitt originally ordered them and will give the ordering information to Commissioner Wilson. Representative Tobe reminded Commissioner Wilson about having Eagle sign turn the announcement box around.

Police Crime Report presented by Major Schwab. Major Schwab reported that several mailboxes had been intentionally damaged and that teenagers within the City are probably responsible for the damage. He asked that if any residents have any security video to turn it over. A police report was filed and will be assigned a detective. Resident Gob asked him about issuing speeding tickets on Lime Road. Major Schwab noted the difficulty that the officers have had issuing speeding tickets along Lime Road because there is no place on Lime Road for a marked police car to sit without being seen by a driver. Major Schwab asked about returning to in person meetings. Mayor Schmitt has reached out to the fire station

for a room assignment and he is waiting to hear back. Major Schwab noted that the speed machine will return to Lime Road in August.

The revised May meeting minutes were reviewed. Commissioner White made a motion to approve the May minutes. Commissioner Heird seconded the motion. The council voted and the May minutes were unanimously approved.

The June meeting minutes were reviewed. Commissioner White verified some of the Minutes with Attorney Green and no edits were needed. Commissioner Woodson made a motion to approve the June minutes. Commissioner White seconded the motion. The council voted and the June minutes were unanimously approved.

Mayor's Report by Mayor Schmitt. He has reached out to the fire house about a meeting space there but has not heard back yet. There is a second round of CARES funding through the Department for Local Government which is for \$11,305. The City will need a motion to accept the funding and Treasurer Hawkins will discuss that later in the meeting. He has a template for a block party petition which Attorney Green suggests making an official city document. He has reached out to a stone mason in regards to the Glen Hill Road front entrance sign accident damage and the stone mason has done some work in the surrounding areas. Mayor Schmitt reported that the front entrance lights are not working. He assessed the situation and noted that the breakers are kicking at the utility pole.

Landscaping Report by Commissioner Woodson. He reported having installed a new concrete bench on the Wagram and Lighthouse Island. He asked Treasurer Hawkins about the budget for redoing the front entrance sign and landscaping. There is \$8,000 budgeted for the front entrance sign and \$10,000 budgeted for landscaping as a whole.

Streets and Drainage Report by Commissioner White. She gave a status update on the Glenview Avenue MSD project. She reported that the project funding is available but that MSD needs a consent and release signed because MSD has received a complaint in regards to MSD not having an easement in order to do the project. She also updated on the status of the speed hump installation on Lime Road. Mayor Schmitt suggests gathering traffic data from a speed machine located on Lime Road between Carlingford Road and Glenview Avenue, just before the Lime Road stop sign at Carlingford Road. Commissioner White agrees with Mayor Schmitt on gathering the data along Lime Road. She also reported needing twelve out of seventeen petition signatures in order to install a new speed hump. Mayor Schmitt reports that the Federal Highway Administration (FHWA) recommends speed hump spacing be 260-500 feet apart.

Treasurer Report by Maria Hawkins. Treasurer Hawkins reviewed the year end financials for fiscal year 2020-2021. She also reviewed the final budget for 20-21 that has ended. She noted that the final expenses were \$14,000 under budget. The City has \$232,000 cash available at the end of the (fiscal) year. She reported having received the contracted police force payment for quarter four. She is confirming with Mayor Schmitt the reimbursement of the CARES Act funds through December 30, 2021. A motion was made to accept the second disbursement of CARES Act funding. Commissioner White approved the motion. Commissioner Woodson seconded the motion. The motion carried and passed. The City's submission for the CARES Act funds is due by Friday July 16th. Treasurer Hawkins reported having mailed out the property tax bills and the payroll checks have been disbursed as well. There is a routine audit due for year end 20-21 so she is going to contact the accountant. Treasurer Hawkins asked

Mayor Schmitt about the possibility of having a debit card for the PNC account, to which Mayor Schmitt is willing to trial using a debit card for City expenses.

Law Enforcement and Sanitation Report by Commissioner Heird. Commissioner Heird reported that Rumpke's pick up times are changing due to rerouting because Rumpke lost the Northfield contract. Mayor Schmitt made a post on Nextdoor asking for information in regards to the mailbox damages that were discussed earlier during Major Schwab's report. A Grayson Court resident reported seeing four to five teenagers damaging his mailbox.

Attorney Report by Abigail Green. Attorney Green announced an Ordinance working session for July 26th at 8 pm. She reported having received feedback from Treasurer Hawkins and has updated the Treasurer's section.

Clerk Report by Katie Schmitt. Clerk Schmitt has begun updating the directory for the next distribution. Treasurer Hawkins requested that there be at least one contact for official City business.

Jefferson County League of Cities Report by Representative Tobe. Representative Tobe was not able to attend the League of Cities meeting and therefore does not have any updates at this time.

Mayor Schmitt opened the meeting to Open Session. There were no inquires for the Open Session.

Mayor Schmitt adjourned the meeting at 9:32 pm.