

Glenview Hills City Government

Monthly Meeting

August 12, 2024

<u>Commissioners</u>		<u>Attendance</u>
Mayor	Bryan Schmitt	Present
Landscaping	Geoff Baker	Present
Streets & Drainage	Emily White	Absent
Lights, Signs, & Insurance	Brittany Wilson	Absent
Law Enforcement & Sanitation	Andrew Bird	Absent
 <u>Appointed Officers</u>		
Treasurer	John Willis	Present
Attorney	Abigail Green	Present
Clerk	Katie Schmitt	Present
League of Cities	Vacant	Vacant

Mayor Schmitt called the meeting to order at 8:06 pm, and performed roll call.

The July 2024 and November 2023 meeting minutes are tabled at this time due to not having a commissioner quorum present.

Police Crime Report presented by Mr. Schwab. There was an accident at 3008 Lime Kiln Lane. Officers taped it off the next day. Mockingbird Gardens installed Flock cameras and Mr. Schwab manages that system.

Mayor's Report by Mayor Schmitt. Veeneman and Associates agreed to all city requests for financial services including managing and depositing the incoming property tax checks. The city received the entrance architecture drawings from architect, Dan Grimm. The city will need to prepare a request for bid for the front entrance project, and publicly post it to the website. Mayor Schmitt has contacted Land Design & Development for a land survey of the front entrance area. The survey should cost about a couple hundred dollars. Mayor Schmitt asked Commissioner Baker if he has received the signed contract from Jack Sherman Landscaping. Commissioner Baker has not received the contract so Mayor Schmitt will follow up with Jack in regards to the landscaping contract.

Streets and Drainage Report by Commissioner White. Commissioner White is absent but sent a report to Mayor Schmitt. Flynn Brothers Paving will be paving Dunraven Drive and Dunraven Court on September 19th and 20th, and patching around the repaired curb on Cabin Court.

Lights, Signs, and Insurance Report by Commissioner Wilson. Commissioner Wilson is absent but sent a report to Mayor Schmitt. Mayor Schmitt will be meeting with Commissioner Wilson in regards to the front entrance project items.

Law Enforcement and Sanitation Report by Commissioner Bird. Commissioner Bird is absent and did not send a report.

Landscaping Report by Commissioner Geoff Baker. Commissioner Baker reports that the landscaping company is waiting until the fall season to plant grass seed in the islands where the curbs have been repaired. He is going to have Sherman Landscaping clean up the city property on Dunraven Drive adjacent to the Cabin property. Mayor Schmitt noted that he has included that area between Dunraven Drive and the cabin property in the landscaping contract as regular maintenance.

Treasurer Report by John Willis. Treasurer Willis presented and reviewed the monthly statement. The new fiscal year started in July. He noted the regular monthly expenses. He presented and reviewed the bank reconciliation. He gave a property tax collection update. The city has received 112 tax payments out of the 140 total payments due. Second notices will be sent out to the remaining unpaid properties. He gave an update on the status of contracting with Veeneman CPA services. A monthly hourly cap of six hours was agreed upon, and any time greater than six hours must have approval from the Mayor. Attending meetings is chargeable time. UFIR report is within Mr. Veeneman's scope of practice. When Mr. Veeneman sends the engagement letter to Attorney Green, Attorney Green will update the letter to include the additional agreements discussed via email. Mr. Willis also reported an update on the audit status. The audit with Brian Cobb is close to being completed. Mr. Cobb still needs copies of the bonding coverage. Mayor Schmitt will reach out to insurance representative, Lisa Bentley, for the bonding coverage.

Attorney Report by Abigail Green. Attorney Green does not have any updates at this time.

Clerk Report by Katie Schmitt. Clerk Schmitt has started the DLG Form. She still needs the 2023 fiscal year numbers from Mr. Willis. He states that he will get those numbers to Clerk Schmitt. Clerk Schmitt has started some directory updates.

Jefferson County League of Cities Report. This position is vacant at this time.

Mayor Schmitt will set up a date for a working meeting for the council.

Mayor Schmitt adjourned the meeting at 8:40 pm.