

MINUTES FROM MAY 8, 2024 BANCROFT MEETING

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Ed Evers at 7:03 P.M. on Wednesday, May 8, 2024 at St. Albert the Great School, Louisville, Kentucky. Those present: Mayor Ed Evers, Commissioner Jaimie Schapker, Commissioner Jeff Magers, Commissioner Paul Chumbley, Commissioner Gerrie Leppert, Clerk Shannon Tuthill, Treasurer Arnold Shaikun and Chief David Mudd.

REVIEW MEETING MINUTES:

Mayor Evers proceeded to review the April meeting minutes. Commissioner Magers made a motion to approve the minutes as read. Commissioner Chumbley seconded. All in favor and the minutes were approved.

REPORTS:

Clerk

Clerk Tuthill gave the following report. Created and distributed April newsletter with Mailchimp. Payroll quarterly forms have been completed and mailed.

Copy of the newsletter this month was again mailed to all residents that I did not find an email address for. We are still mailing about 30 newsletters and although I have asked, I only got a few responses from residents providing emails and then removing from the mailing list.

Provided Chief Mudd with copies of mailbox keys as requested.

Received notice from the attorney for KLC regarding pending litigation and sent to Mayor to review.

I contacted Mayor regarding the notice from the DLG about the audit not being filed on time and the withholding of city funds.

I have not yet mailed the ordinances to American Legal to update ordinance book but will send them after the tax and budget ordinances have been passed.

Will send a reminder to all current commissioners as well as all Bancroft residents about the upcoming election and the filing deadline for joining the city commission.

Received notice from Extra Space Storage that they raised our rent again to \$136.00 a month.

Nothing further to report.

Mayor's Report

Mayor Evers only reported that the majority of the meeting will be discussing the budget which will be addressed in old business.

City Maintenance

Commissioner Leppert gave the following report. The 5 new trees have been installed, mulched and fertilized on Bancroft Lane. All existing trees have been fertilized and mulched as well, along with being weeded and pre-emergent herbicide being spread. Trees are all looking great.

Followed up with MSD again regarding open sewer hole. Work order has been issued and scheduled for June 30. Grate has been ordered and will be installed at that time.

Communication and Public Outreach

Commissioner Schapker reported that the city-wide yard sale will be June 8. I will put an ad in the paper and post on FB swap groups, but will be out of town that week. Can someone volunteer to put up the yard sale signs on The Wednesday before?

Commissioner Schapker is not planning to seek re-election so will need to search for resident to join commission.

Clerk will send a notice out to residents about the upcoming election and possibly joining the commission.

Public Services

Commissioner Chumbley reported yard waste collected every week. Light study report has been sent out for everyone to review. He is in favor of upgrading the lights as a benefit to our city. Better safety for city. As a city with young kids and no sidewalks. If over \$30,000 we have to put out an RFB for work to be done. Informal discussion with engineering firm Strand Associates to upgrade lighting for city. If using ARPA funds, we need to process check before end of the year. Commission feels best plan moving forward is to have the firm attend the commission meeting to answer questions before we make a decision. Possibly hold a special meeting to discuss proposal. Chumbley will reach out to see when they have availability to attend. To be on agenda next month under new business.

Commissioner Chumbley add that at this time he is not planning to seek re-election.

Police Department

Commissioner Magers reported;

1) The following are steps I took to provide the annual ARPA expenditure report.

A. I requested the city treasurer and city clerk confirm the annual APRA expenditures in advance of doing the annual report. Both responded, verifying the expenditures, expenses, and total ARPA expenditures from April 1, 2023, to March 30, 2024.

B. On April 29, 2024, I attempted to submit the City of Bancroft's annual APRA expenditure report to the U.S. Treasury. However, I encountered technical difficulties while accessing the Treasury reporting Portal, despite successfully verifying my credentials through LOGIN.GOV. Consequently, I submitted a request for assistance to the Treasury email address designated for municipalities.

C. On April 30, 2024, I tried to access the reporting portal again with success. Mayor Evers and I also attempted to enter the portal using his and my credentials. Neither worked, so I sent another request for assistance.

D. On April 1, 2024, Mayor Evers received a late notice from the U.S. Treasury. The email included an address to submit a request for assistance, the same address where I previously sent attempts to receive assistance. I sent a third request for assistance to that address.

E. I sent an email to Mayor Evers suggesting he send a request for assistance to the Treasury email address using his mayor email since they had not responded to my requests, and maybe they would respond to his request. To his request for assistance.

2) Commissioner Candidate Filing Requirements. I researched the requirements for city commissioner candidates to file for election in November. All city commissioner terms expire on December 31st. I

submitted the information to Clerk Tuthill for distribution to all city commissioners and for an announcement to any Bancroft residents who might wish to file for candidacy.

Chief Mudd gave following police report.

There were 22 days of patrol in the city. There were 20 Radar/Stop Sign details performed for high police visibility. There were 5 calls for service. There were 71 traffic stops made for traffic infractions. There were 24 traffic citations issued - charges included: Disregarding Stop Sign:12, Operating on Susp OL:1, No Insurance:7, Improper Registration: 12, No Operators License:3, Resident Not to Use License of Other State:2, Disregarding Traffic Control Device:1, Instructional Permit Violations:1, Reckless Driving:1, Following too Closely:1. Failure to Register Transfer Motor Vehicle:2, Inadequate Silencer:1, No Trailer Plate:1. There were 0 Written Warnings issued. There were 47 verbal warnings issued. There was 1 motorist assist. There was 1 arrest (Criminal Possession of Forged Instrument 2nd) There were 4 written warnings given for parking infractions. There were 20 visits to residents' homes for the "House Watch" program. There were 2 vehicles towed. There was 1 assist to other agencies: LPD - 1 There was 1 ordinance investigation re dumpster in roadway.

I attended the April Commission Meeting. I continued the investigation re BANC23-001010 (Temporary Tags). I had maintenance performed on city vehicle by Commonwealth Dodge. I retrieved evidence from LMPD's Digital Forensic Unit.

Chief Mudd than added a dog attacked another dog on Maria and he had to intervene. A racoon that was sick had to be shot by Chief Mudd and put out of misery.

Flock cameras reported a stolen vehicle caught on the Keisler camera. The vehicle was actually owned by a Bancroft resident and the plate was registered to another vehicle.

Finance and Administration

Mayor Evers reported that he has been in contact with attorney Schiller regarding status of audit. Attorney Schiller requested another extension and it has been approved. After the audit work has been completed, we will attempt to seek reimbursement for legal expenses associated with extension.

Mayor Evers feels that the KLEFPF payment should still be paid to Chief Mudd as usual and we will work to get the money reimbursed. Commission agrees and clerk Tuthill will process a KLEFPF payment right away.

OLD BUSINESS

1. 2024-2025 Budget

Mayor Evers passed out proposed budget for everyone to review.

For police department. \$8500 for gas for chief vehicle. This could include vehicle maintenance. Retention bonus for chief Mudd in the amount of \$2000 if he completes the year. Also, police vehicle is six years old and having issues and needs to be replaced. Will use money out of police account and the remainder from ARPA funds.

Commissioner Magers would like to purchase Police Ford Explorer package. State contract is with Paul Miller in Lexington. \$48,425 gas version and \$50,512 for hybrid version. Additional cost for stickers and other additional add-ons. Commissioner Magers asked that we budget for \$66000 for now because it is not yet available to purchase anyway.

For maintenance budget for the year 43300, Communications \$7000 including IT services, public services. \$62000 for garbage and recycling, Administration \$63850, city clerk salary increase and treasurer salary increase. Total budget for year for Administration, communications, IT \$132850.00. Police 164,600. Trash 62,000. \$359,450.00 expenses. There will be no surplus next year.

NEW BUSINESS

1. Municipal Order No. 1, Series 2024

Commission discussed Municipal Order No. 1, Series 2024: Reappointment of Chief David Mudd as a Bancroft Police Officer. This appointment should take place on the first of the new year. Commissioner Magers made a motion to appoint chief Mudd as chief of Police. Commissioner Leppert seconded. All in favor and the commission unanimously passed Municipal Order No. 1, Series 2024.

2. Municipal Order No. 2, Series 2024

Commission discussed Municipal Order No. 2, Series 2024: A Municipal Order Designating Department Assignments for City Commission Members. These assignments should be done at the beginning of the new year. Commissioner Magers made a motion to accept the municipal order assigning commissioners. Commissioner Leppert seconded. All five in favor and the commission unanimously passed Municipal Order No. 2, Series 2024.

3. Municipal Order No. 3, Series 2024

Commission discussed Municipal Order No. 3, Series 2024: A Municipal Order Approving the Use of American Rescue Plan Act (ARPA) Funds to Renew the Flock License Plate Reader Cameras Agreement for Public Safety in the amount of \$24,000. Commissioner Magers made a motion to accept Municipal Order No. 3. Commissioner Chumbley seconded. All five in favor and the commission unanimously passed Municipal Order No. 3, Series 2024.

4. First Reading of FYE 2024-2025 Tax Rate Ordinance


Mayor Evers passed out the proposed Ordinance No. 4, Series 2024, An Ordinance Adopting the Tax Rate for FYE June 30, 2025. The proposed tax rate is .283 for the year. .286 tax rate was last year. Discussion about the amount of surplus that the city has. Commissioner Schapker asked if we need to collect the same percentage of taxes. Could we increase the discount amount for early payment for this year. Suggested a 20% discount. What about 25% discount?

5. First Reading of FYE 2024-2025 Budget Ordinance

The commission decided to table discussion about the Budget ordinance until the next meeting. The proposed budget needs to be revised.

We will have to call a special meeting for either first or second reading. This is in order to have budget passed before the new fiscal year.

Commissioner Schapker made a motion to adjourn the meeting and Commissioner Leppert seconded. All in favor and the meeting was adjourned at 9:19 pm.



Mayor



City Clerk