

## **MINUTES FROM NOVEMBER 13, 2024 BANCROFT MEETING**

The regular scheduled meeting for the City of Bancroft, KY was called to order by Mayor Ed Evers at 7:04 P.M. on Wednesday, November 13, 2024 at St. Albert the Great School, Louisville, Kentucky. Those present: Mayor Ed Evers, Clerk Shannon Tuthill, Chief David Mudd, Treasurer Arnold Shaikun, Commissioner Jaimie Schapker, Commissioner Paul Chumbley, Commissioner Gerrie Leppert, city auditor Charles Veeneman and residents Erick Berryhill and Brad Baker. Absent: Commissioner Jeff Magers.

### **REVIEW MEETING MINUTES:**

Mayor Evers proceeded to review the September and October meeting minutes. Commissioner Chumbley made a motion approve both sets of minutes and commissioner Schapker seconded. All in favor and September and October meeting minutes were approved.

### **REPORTS:**

#### **Clerk**

Clerk Tuthill gave the following report. I met with Treasurer Shaikun to sign checks and provide month end reports. Created and distributed November newsletter with Mailchimp.

I have received numerous requests for property owners, lenders and title companies for tax bill amounts and have been providing prompt responses. One refund sent to homeowner for overpayment. Additionally, one lender sent a check on November 4 and applied the 20% discount. I have contacted them to let them know they need to pay the remaining balance as they did not pay prior to discount date. We have now collected 90% of city taxes. I will send a letter to remaining residents reminding them to pay by 12/1.

Clerk made one visit to storage unit to look for item's auditor requested. Visited also to obtain signed contract for lease at storage unit because we did not have one on file.

Quarterly payroll taxes were completed and forms mailed.

City auditor requested copies of all contracts city had as wells copies of minutes and some additional ordinances that he did not have and clerk promptly complied with all requests.

KLC sent final audit request form and will need to complete at November meeting and return.

Other standard monthly city business as needed. Nothing further to report.

#### **Mayor's Report**

Mayor Evers had nothing to report other than new business.

#### **City Maintenance**

Commissioner Leppert reported urgent tree removal took place on Bancroft Lane after storm in October. Large tree was leaning into yard of resident and appeared very unstable. Contractor secured and tree removed. This took place on a weekend.

Other routine maintenance completed.

Commissioner met with Russ STEVENS, Bancroft Arborist to evaluate trees on Bancroft Lane. Recommendation made for removal of one tree based on its condition. New trees will be ordered for spring planting.

Mayor Evers added that there was discussion at the JCLC meeting about the need for more trees in Louisville Metro. There was a guest speaker on the topic of city tree canopy and Louisville only has about 43% of tree coverage it should have.

### **Communication and Public Outreach**

Commissioner Schapker reported Halloween a happy success.

### **Public Services**

Commissioner Chumbley reported yard collection weekly until December 1. Strand contractor needs to set up a meeting with Mayor to discuss the proposed plan. Commissioner Chumbley will schedule this meeting.

### **Police Department**

Commissioner Magers was not present and did not leave a report.

Chief Mudd gave the following report. There were 21 days of patrol in the city. There were 18 radar/Stop Sign details performed for high police visibility. There were 2 calls for service. There were 55 traffic stops made for traffic infractions. There were 15 traffic citations issued. There were 0 Written Warnings issued. There were 38 verbal warnings issued. There were 0 motorist assists. There were 3 arrests (CPFI 2nd x 3). There was 1 warning given for a parking infraction. There were 4 visits to residents' homes for the "House Watch" program. There were 5 vehicles towed. There were 2 assists to other agencies: There were 0 ordinance investigations. There were 3 criminal summonses issued: (CPFI 2nd, Improper Issuance of Temporary Tag, Menacing.

I attended the October Commission Meeting. I completed 2024 In-Service training. I completed firearms recertification with Lyndon PD. I provided police presence during Trick or Treating in Bancroft. I acquired the new T7 Taser from LMPD and new moving radar from Lyndon PD. Chief vehicle is out of commission. Trouble with radiator. Improper dumping at end of Maria.

### **Finance and Administration**

Mayor Evers mentioned we will be receiving a forfeiture fund for police department. We will need to set up a new bank account for those funds when received.

With regard to LAGIT funds, we are entitled to receive a percentage of funds back when we left the fund. We received our first check for 25% of funds back in the amount of \$1751.75.

Mayor Evers reported that we have received approximately \$132,000 in property taxes to date.

With regard to the foreclosure on Old Salem we do not have a check yet but were notified that we should receive \$26,765.00.

The remaining ARPA funds must be allocated by the end of December this year. After 30,000 for light study, we will be left with about \$31,000. Mayor has a few ideas and if anyone else does please let him know before December. One suggestion Mayor made was to increase amount spent on police overtime.

Treasurer Shaikun said he is glad audit is finally complete. Wanted to let everyone know that a cd in the amount of \$125,000 is expiring November 25. He has been given a rate of 4.5% and hopes still good at the time we need it to purchase new cd.

## **OLD BUSINESS**

### **1. Social Media Guidelines**

Commissioner Schapker received information from attorney but still needs to work on tidying it up.

## **NEW BUSINESS**

### **1. Biannual Audit**

Mr. Charles Veeneman, the city auditor was present and provided everyone a copy of audit report to review. He made three pertinent suggestions: make a separate general ledger for road fund and for ARPA fund. Suggestion with other cities if you get money directly from Spectrum or whomever cable franchise you get more. We currently get money through the city of Louisville as a clearing house. He suggests speaking to attorney about getting it directly from provider. Timing of budget amendments. Should be amended by end of fiscal year.

Mr. Veeneman reported that the city has a good system for meeting minutes and obtaining estimates for work. All budget comparison schedules look good. We are keeping bank accounts under the \$250,000 insured amounts by moving to investment accounts which is a good policy.

Mr. Veeneman also took a moment to clarify the wording on the need for extension on the audit. He will provide clerk with what needs to be sent to residents notifying them of the results of the audit. Mr. Veeneman was compensated at meeting for the audit report.

### **2. Election Results**

Mayor Evers reported that a new commissioner was elected, Erick Berryhill. Gerrie Leppert was reelected. Resident Brad Baker also elected as a write-in candidate. Mayor Ed Evers reelected. Still one open seat on commission. Mayor Evers will reach out to some residents that have shown interest and have them at next commission meeting to interview and discuss open positions.

### **3. Municipal Order No. 4, Series 2024. A Municipal Order Approving the Use of American Rescue Plan Act (ARPA) Funds to Conduct a Citywide Street Light Survey for Public Safety.**

Commissioner Chumbley made a motion to accept Municipal Order Number 4, series 2024 - A Municipal Order Approving the Use of American Rescue Plan Act (ARPA) Funds to Conduct a Citywide Street Light Survey for Public Safety. Commissioner Leppert seconded. All in favor and motion passed.

### **4. Municipal Order No. 5, Series 2024. A Municipal Order Approving the Use of American Rescue Plan Act (ARPA) Funds for Police Overtime for Directed Patrols to Address Specific Crime Problems.**


Commissioner Chumbley made a motion to accept Municipal Order No. 5, Series 2024. A Municipal Order Approving the Use of American Rescue Plan Act (ARPA) Funds for Police Overtime for Directed Patrols to Address Specific Crime Problems. Commissioner Schapker seconded. All in favor and motion passed unanimously.

A suggestion was made about using funds to install signs that reads your speed to let you know if you are speeding.

**4. Permit Approval for Resident Erick Berryhill**

The commission originally approved his plans for shed construction but he has decided to enlarge sheds so he has resubmitted a new permit request. Mr. Berryhill submitted plans for new shed to commission to approve. Commissioner Leppert made a motion to approve new shed permit plan. Commissioner Schapker seconded. One commissioner abstained and 3 in favor so the motion passed.

Commissioner Chumbley made a motion to adjourn the meeting and Commissioner Schapker seconded. All in favor and the meeting was adjourned at 8:37 pm.

  
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Mayor

  
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City Clerk