

CITY OF INDIAN HILLS
CITY COUNCIL MEETING
November 19, 2020 Minutes of Special Meeting
Webex Video Teleconference
6:00 p.m.

PRESENT:

Mayor: Chip Hancock

Council: Frank Doheny
Ann Dreisbach
Laura Dunbar
Lee Garlove
LuAnn George
James Giesel
Kay Matton
Gary Ulmer
Mimi Zinniel

Attorney: Finn Cato

Public Works:

Police Chief: Kelly Spratt

City Clerk: Donna M. Sinkhorn

ABSENT

Jim Graven

- 1) Call to Order – Mayor Hancock called the meeting to order at 6:12 p.m.
- 2) Minutes – Emailed – October – Councillor Matton moved to approve the October Minutes as emailed; seconded by Councillor Dunbar; none opposed.
- 3) Committee Reports – Emailed
 - (a) Finance (Dunbar/Ulmer)
 1. Report – October – Councillor Ulmer had not received any emails relating to this meeting that the clerk had emailed to everyone. Shortly before the meeting and using a different email account, the clerk forwarded the financial report, bank reconciliations, etc. to him. Of what he had glanced over, such as the disbursements, looked like it always does. He said he would be happy to look at all the financials at greater detail later. Mayor Hancock stated the biggest difference he noticed is that the ordinary loss was higher than it normally would be and that is just due to timing of tax bill money. The tax bills were mailed a little earlier last year than this year. Councillor Ulmer said he would continue glancing over the report during the meeting and if something comes up, he will be glad to report it.

Councillor Matton moved to accept the October financial report as emailed; seconded by Councillor Giesel; none opposed.
 2. City & Police Disbursements – Approval – October – Mayor Hancock asked about the disbursement to Applied Concepts. Chief Spratt responded that it was the charge for three solar speed signs. Councillor Dunbar moved to approve the October City and Police checks disbursed; seconded by Councillor Matton; none opposed.

(b) Public Safety Report – Doheny & Spratt & Garlove

1. Police Report – Chief Spratt – Chief Spratt’s report included seven criminal reports, two traffic collisions, two criminal arrests/citations, traffic citations issued and year-to-date stats.

(c) Public Works & Building – Graven

1. Public Works Director Report – Graven – Mayor Hancock stated he and the staff met on Monday. Several public works issues, such as painting/striping speed humps, the missing comma on the Stonebridge sign, the camper on Talahi and Christmas decorations, were discussed. He will follow up with Mr. Graven.

4) Other Reports

(a) Waste Management Report – Graven – No report

(b) Environment Committee Report – Zinniel/George – Councillor George

1. Report – October – Councillor George report included: the placement of three trees remaining from the Tree Program-one to be in Cherokee section, one in Sagamore Park where a tree had been lost and the third possibly on Indian Hills Trail; Mr. Von Borries dropped off the residents’ checks for their portion of the cost of the trees to the office and are on the clerk’s desk; trees will be planted within the next couple of weeks; they will get with Mr. Graven for the following: Beyroth Court tree-needs a water ring placed on it so it gets watered; four standing dead trees and a couple of pruning issues that need to be taken care of-they will get the work priced in the winter so it will be less expensive.

Councillor Zinniel informed council that a landscape architect, Kristin Booker, will give a presentation at the January Council Meeting since it was canceled for the September meeting. A guidance document with information such as what kinds of trees to plant at what site and what intersection will be presented. A copy of the information was distributed to council at a previous meeting. They may want to review it and if anyone has a question, they may want to submit it ahead of January’s meeting to save time at that meeting. Councillor George will get a copy of the information to Mr. Harralson, who will be on the Council in January.

5) Council Members Comments – Councillor Matton expressed appreciation for the striping of the speed humps. She commented that the guard rail on Calumet is now literally falling apart and laying on the ground; she had shown a picture of the guard rail to council at last month’s meeting. Mayor Hancock said he will cover this a little later in the meeting.

6) Old Business

(a) American Legal Publishing – Update – Dunbar & Ulmer & Matton – See #8) Legal below

(b) Kentucky League of Cities – Investment Pool – Update – Ulmer & Dunbar & Hancock – Mayor Hancock informed council that he and Councillor Ulmer just need to contact PNC about the amount of funds to invest. Mayor Hancock was unable to do so last week because he had knee replacement surgery. Councillor Ulmer said he would be glad to go with him to meet with PNC whenever he wants to do so.

7) New Business

Today, Councillor Matton received a complaint about the house under construction on Indian Hills.
Discussion.

8) Legal - Cato

(a) Municipal Order No. 10, Series 2020 – Attorney Cato reported that American Legal has received everything they need from the City. He and the clerk received from Richard Frommeyer, our contact person, the

codification proposal which includes the Codification Agreement they have before them. In the agreement are certain provisions marked with Xs which reflect Mr. Frommeyer's recommendations. American Legal Publishing will provide a hard copy of the finished Code of Ordinances to the Mayor, Councilmembers, Code Enforcement Officer, Police Chief, City Clerk and to Attorney Cato. The total amount will be \$11,845. Following discussion, Councillor Dunbar introducing and Attorney Cato reading the Municipal Order, Councillor Zinniel moved to approve Municipal Order No. 10, Series 2020 authorizing the Mayor to sign the American Legal Publishing Agreement; seconded by Councillor Matton. Mayor Hancock proceeded with the following roll call vote:

Mr. Doheny	Aye	Mr. Giesel	Aye
Ms. Dreisbach	Aye	Ms. Matton	Aye
Ms. Dunbar	Aye	Mr. Ulmer	Aye
Mr. Garlove	Aye	Ms. Zinniel	Aye
Ms. George	Aye		

Motion passed unanimously. (Municipal Order No. 10, Series 2020)

(b) Resolution – CARES Act – Councillor Dunbar introduced and Attorney Cato read the Resolution – authorizing Resolution for Coronavirus Relief Fund. Councillor Matton moved to approve the Resolution; seconded by Councillor Ulmer; Motion passed unanimously. (Resolution)

(c) Ordinance No. 1, Series 2020 – Annexation – Phoenix Hill Court – Second Reading – Councillor Dunbar introduced and Attorney Cato & Councillor Giesel (due to technical difficulties) gave second reading to Ordinance No. 1, Series 2020 relating to the Annexation of Phoenix Hill Court. Councillor Dunbar moved, Councillor Matton seconded to approved Ordinance No. 1, Series 2020. Mayor Hancock proceeded with the following roll call vote:

Mr. Doheny	Yea	Mr. Giesel	Yea
Ms Dreisbach	Yea	Ms. Matton	Yea
Ms. Dunbar	Yea	Mr. Ulmer	Yea
Mr. Garlove	Yea	Ms. Zinniel	Yea
Ms. George	Yea		

Motion passed unanimously. (Ordinance No. 1, Series 2020)

9) Mayor's Comments – Mayor Hancock commented that once Department for Local Government receives the Resolution, hopefully, the funds will be disbursed to the city. This is a reimbursement for some of the police expenses that incurred during the Coronavirus. Mayor Hancock would like some of the funds to be used to provide body cameras for our police officers and a guard rail for Calumet. Other possible projects will be discussed at a later date.

Councillor George asked if there was a brief update on the Public Works job description. Mayor Hancock said none other than the job description that the committee had worked on will stay in place. Mr. Graven has withdrawn his resignation and clearly understands his role and what is required. Councillor Zinniel asked if the City should have a job description for all its employees? Attorney Cato explained that, by law, for any appointed position the city must have a job description in an ordinance. Mr. Graven is multi-tasked. He is Code Enforcement Officer which is an appointed position and there is an ordinance for a code enforcement officer position that provides a very general job description. It is up to the city if it should be more detailed. In terms of being required to have a job description for an employee, that is not required by law in city ordinances. It may be good to have job descriptions for future reference and future hiring.

Councillor Matton asked if the matter of people walking on the wrong side of the road may be expressed again, in the newsletter. She is quite concerned that someone is going to get hurt. Following discussion, it was asked that Chief Spratt post safety tips under the Resources tab on the city's website.

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10) Adjournment – Councillor Zinniel moved to adjourn at 7:21 pm; seconded by Councillor George; motion passed unanimously.

Next Meeting:
Thursday – December 17, 2020
6:00 p.m.

Donna M. Sinkhorn, City Clerk

Chip Hancock, Mayor