

CITY OF INDIAN HILLS
 CITY COUNCIL MEETING
 September 17, 2020 Minutes of Regular Meeting
 Louisville Boat Club
 4200 River Road (40207)
 6:00 p.m.

<u>PRESENT:</u>		<u>ABSENT</u>
Mayor:	Chip Hancock	
Council:	Frank Doheny Ann Dreisbach Laura Dunbar LuAnn George James Giesel Kay Matton Mimi Zinniel	Lee Garlove Gary Ulmer
Attorney:	Finn Cato	
Public Works:		Jim Graven
Police Chief:	Kelly Spratt	
City Clerk:	Donna M. Sinkhorn	
City Controller:	Patty Deye	

<u>Visitors</u>	<u>Address</u>	<u>Purpose</u>
Kim Vo	Dean Dorton	Audit
Jim Tencza	Dean Dorton	Audit

1) Call to Order – Mayor Hancock called the meeting to order at 6:00 p.m.

2) Recognize any Visitors

(a) Dean Dorton – Audit (Draft) Report FYE 6/2020 Presentation - Jim Tencza, Director in charge of the audit and Kim Vo, the supervisor, presented a draft of the Audit Report. Due to the Coronavirus pandemic, the whole audit was done remotely. Patty Deye and Mayor Hancock were very helpful. It was a clean audit, no material weaknesses, no significant deficiencies. Councillor George asked about the building deposits that were to revert to the City. Mr. Tencza suggested there be Council approval that the money may be officially used, and once it is approved, then it would reduce the liability and show up as other income but as of now, it is shown as a liability until final Council approval. In addition to auditing the financial statements, the auditors also looked at the controls and looked at compliance. Due to the state auditor’s findings about a year and a half ago, they made sure from a compliance standpoint that the city was complying with all state regulations and the report indicates they did not note any control deficiencies or any compliance issues. In response to Mayor Hancock’s and Councillor Giesel’s questions, Mr. Tencza said the city’s share of the pension liability is allocated based on the city’s percentage of contributions. Based on what the city is contributing, the city is being allocated .04% of the total liability. All government agencies are legally required to participate in the pension plans if there are full-time employees and are having to contribute to try to make up the shortfall of the Kentucky Retirement Systems. The city’s liability is not because it did not contribute what it was supposed to; the City has always contributed

whatever was required and continues to do that. Following the presentation, Councillor Matton moved to accept the Audit Report contingent upon any questions or concerns that may come up by September 24, 2020; seconded by Councillor Dunbar; motion passed unanimously.

3) Minutes – Mailed – See below

Finance and Budget Report (Item 4) (a) on Agenda)

1. Finance Report- August (Dunbar & Ulmer) – Councillor Dunbar said after that presentation, we realize the city is in good financial shape and we are doing a good job not spending too much money. Councillor Zinniel moved to accept the Finance Report as mailed; seconded by Councillor Matton; motion passed unanimously.

2. Approval of Disbursements (City & Police Disbursement Details-August) – Councillor Dunbar moved to approve the City and Police checks disbursed; seconded by Councillor Doheny; motion passed unanimously.

Minutes – Mailed (Item #3) on Agenda) - August Minutes – Councillor Zinniel stated there is one change in Item #6 on page 4. The spelling of Ms. Runyon’s first name; should be “Meme”, not “Mimi”. Councillor Matton stated 71 Westwind Rd should be 72 Westwind Rd. also on page 4. Councillor Matton moved to approve the August Minutes as amended; seconded by Councillor Zinniel; motion passed unanimously.

4) Committee Reports – Mailed

a. Finance and Budget Report – See above

1. Finance Report- August (Dunbar & Ulmer)
2. Approval of Disbursements (City & Police Disbursement Details-August)

(b) Public Safety - Spratt & Doheny & Garlove

1. Police Report – Chief Spratt – August – Chief Spratt’s report included four criminal reports in Indian Hills, one traffic collision, three arrests, list of traffic citations issued and year-to-date stats.

(c) Public Works & Building – Graven

1. Public Works Director Report – Graven - None
In Mr. Graven’s absence, Mayor Hancock reported on the following:

2. 72 Westwind Rd. – Update – Mr. Graven has spoken to the owners. The landscaping should be done soon. Discussion.

3. Rio Vista Dog Problem – Update – Letters were mailed to the owners of the dogs and Mayor Hancock has also spoken with the dog owners.

4. Hempstead Rd – Update – Mr. Graven will get with Chief Spratt regarding placement of the sign.

Old Brownsboro Ct. – Councillor George mentioned that nothing has been done to the trees. Mayor Hancock said he and Mr. Graven have met with Cornerstone to show them what needed to be done and he thought it had been taken care of; he will check into it.

5) Other Reports

(a) Waste Management Report – No report.

6) Old Business

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(a) American Legal Publishing – Update – Dunbar & Ulmer & Matton – Councillor Dunbar reported that this project is moving forward. The clerk will get with Attorney Cato on what exactly to send to American Legal when she gets to that point.

(b) Kentucky League of Cities (KLC) – Investment Pool – Mayor Hancock said the documents have been mailed to KLC. Attorney Cato said KLC will have to forward it to the Secretary of State and once that is done, there are only a few more forms to fill out for PNC.

7) Public Works Director & Code Enforcement Officer – Discussion – Due to receiving Mr. Graven’s retirement letter, the following matters were discussed: possibly hiring two people, a part-time Code Enforcement Officer (CEO) and a Public Works Director (PWD) to work under 100 hours per month; work on putting together job descriptions for both positions; it may be necessary to buy a city truck for hauling traffic cones and gates that are used when Indian Hills Trail is flooded or removing dead deer; current Code Enforcement/Citation Officer ordinance-to be appointed by Municipal Order; hiring a PWD falls under realm of the mayor; using Steepleton’s for replacing damaged signs; Mr. Graven’s current wage vs new hire(s); new PWD may need to be an on-call position; public works position/hands-on vs administrative assistant/delegator; possibly hiring retired persons for both positions. Following discussion, it was decided to form a committee for creating job descriptions for both positions. Mayor Hancock, Councillors Giesel, Doheny and Matton will sit on this committee.

8) Legal – Cato – No report.

9) Mayor’s Comments – Mayor Hancock commented that the newsletter will be worked on and tax bills are coming up.

Walking Initiative – Update - Mayor Hancock had not checked with the printer about the postcards being inserted in the newsletters. Using the number of residences, Councillor Dreisbach received a new price of about \$2015 for the printing of the postcard.

Councillor Dreisbach also mentioned that as a resident, she would appreciate the phone being answered instead of going directly to voice mail. Mayor Hancock and the clerk said it is due to the COVID pandemic.

10) Executive Session and/or Adjournment – Councillor Giesel moved to adjourn the meeting at 7:23 pm; seconded by Councillor Matton; motion passed unanimously.

Next Meeting:
Thursday – October 15, 2020
6:00 p.m. – Louisville Boat Club

/s/
Donna M. Sinkhorn, City Clerk

/s/
Chip Hancock, Mayor