

Minutes for the City of Worthington Hills
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Date: June 20, 2023

Present: Robert Stonum Linda Beville Crystal Adams Dennis Metcalf
Steve Schwager Dan Small Bev Lush

Citizens Present: 5

Derby City Protection: 1

The meeting was called to order at 7:00 pm by Mayor Stonum with motion by Commissioner Adams and seconded by Commissioner Metcalf. Vote was unanimous. The Pledge of Allegiance to the Flag of the United States was recited, followed by a moment of silent prayer.

Citizen Concerns:

Before we had the citizen express his concern, we all introduced ourselves. After Attorney Schwager introduced himself and advised he is resigning June 30, Commissioner Beville told him that we had voted and he is not allowed to resign.

- Chris White from Lunenburg Drive – He advised of a note left regarding his car with out-of-state license tag. It was anonymous which really annoyed him. He feels that if you are representing the city and making someone aware of possible violations, it should be on city letterhead and not anonymous. This note accusing him of a crime was very frustrating.

Minutes: The June 2023 minutes were brought up for approval. Commissioner Adams advised that the cost of the garbage can for the green space was incorrectly given last month. She advised of the corrections and City Clerk Lush will update the May minutes and pass along to Mayor Stonum for the website. Motion was made by Commissioner Adams and seconded by Commissioner Beville to approve the minutes. Vote was unanimous.

Financial Report: The July 2023 Financials had been distributed to the Commission for review and posted on COWH website prior to the City Meeting. Motion to approve was made by Commissioner Beville and seconded by Commissioner Adams. Vote was unanimous.

Expense Review: The cover sheet of July invoices along with invoice copies were passed around for Commissioners to review and initial. No approval motion was needed since Commissioners had already initialed and approved.

City Attorney:

- Attorney Schwager advised that the 2021 and 2022 delinquent tax liens have not yet been filed. Seems the courts have changed their requirements and the liens must be notarized. He will adjust the format of the liens, forward to Bev Lush to create all the liens, she will return to him, he will have notarized and will file them the week of June 19.
- There will be a charge of \$580.00 to file these liens and Attorney Schwager will provide COWH with an invoice from him once they are filed.
- Attorney Schwager reminded us that he is treating us to dinner tonight after the meeting.
- Mayor Stonum read the attorney's resignation letter effective June 30, 2023. Gave cards and an engraved plaque honoring him as our City Attorney for 41 years. All items were purchased with funds donated by the City Commission members. Carol Campbell took pictures. Attorney Schwager thanked the city, commented on the great accomplishments through this commission, and explained how he became interested in municipal law. Commissioner Beville mentioned she had seen a humorous retirement card.

New Business:

- COWH Services

- Derby City Protection – Tate Mason was in attendance at the meeting. Current contract expires on June 30, 2023. Mayor Stonum mentioned that he and Detective Mason need to sign the new contract. Commissioner Beville has noticed and appreciates the foot patrols. Motion to accept the new contract was made by Commissioner Adams and seconded by Commissioner Metcalf. Vote was unanimous.
- Rumpke – Chris Pierce was in attendance at the meeting. Mayor Stonum advised that he had done a type-of-bin count that have been at curbsides for pickups for the last 3 weeks. His numbers showed:

<u>Date</u>	<u>Recycle</u>	<u>Yard Waste</u>
June 3	302*	58
June 9	228	28
June 16	273	37

Pretty shocking considering we have 564 resident addresses in COWH.

* Cost vs. # of pickups = \$10.08 per pickup.

Bay Garden 34 Condos HOA

<u>Date</u>	<u>Recycle</u>
June 3	1
June 9	0
June 16	0

East Bay 51 Condos HOA

<u>Date</u>	<u>Recycle</u>
All 3 weeks	1

- Discussion with commission members and Mr. Pierce on Rumpke's renewal, 8% increase, and possible schedule changes.
- Commissioner Adams asked about the possibility of having a community compost bin in green space for months with no yard waste pickup.
- Mayor Stonum had created 4 alternatives to our current pickup schedules. Alternatives 2,3 & 4 suggest no yard waste pickups between end of October and end of February. Attorney Schwager advised that since the condos pay taxes as the rest of COWH, it is required that they receive the same services.
- Commissioner Beville suggested weekly garbage, bi-weekly recycle and certain months with yard waste pickups. Mr. Pierce is willing to work with us, but yard waste is a required weekly pickup. Recycle can be scheduled on a bi-weekly basis, but if some of the current schedule is changed, Rumpke would be faced with some employee layoffs. When more employees would again be needed, they could possibly be untrained and result in slower service.
- Commissioner Beville asked if this would be a new contract. Mayor Stonum explained COWH is going into year 2 of a 3 year contract.
- Commissioner Adams asked about extending contract period to result in a better price.
- Commissioner Beville asked if 1 bag or 600 bags would result in a different charge. Less bags equals less time to be in city.
- Commissioner Adams stated that if the recycle pickup changes to bi-weekly, her cart would be too full. Would we be able to get an extra cart? Mr. Pierce stated extra carts are available, but there is an extra cost of between \$3.50 and \$5.00 per month and it would be paid by the resident.
- Commissioner Beville mentioned that her condo area is served by dumpsters (which are more expensive)
- Mr. Pierce explained the items they add in to reach rates and use in their budget.
- Mayor Stonum asked if the Rumpke trucks are equipped with the ability to count number of stops and possibly the number of times the truck actually picks up and dumps a cart. Mr. Pierce said not at this time.

- Mr. Pierce informed us that if we switch to only 8 months of yard waste, the annual cost would be less, but we would still be billed each month. Annual cost divided by 12 instead of 8 active months.
- COWH is leaning toward only 8 months of yard waste pickup.
- Mayor Stonum told Mr. Pierce that COWH really appreciates their service.

Old Business:

- *Budget Worksheet – Mayor Stonum advised that the latest budget was created and distributed to the commissioners, but Commissioner Beville is the only one who responded back with comments.*
 - *Mayor Stonum explained the proposed 2024 budget line-by-line.*
 - *More delinquent taxes were collected by Attorney Schwager during FY 2023*
 - *No litigation is expected in 2024*
 - *Commissioner Adams suggested to increase carryover to \$20,000.*
 - *Commissioner Beville said this proposed budget is not yet set in stone*
 - *Mayor Stonum explained why it's easier to make line adjustments using this worksheet format*
 - *Must do budget ordinance tonight so we don't have to use 2023 budget after July 1.*
 - *Commissioner Adams again suggested increasing carryover to \$20,000*
 - *Commissioner Beville asked about the web-page increase. Mayor Stonum explained that in 2023, COWH received a \$1500 one-time grant to be only used for a web-site cost.*
 - *Mayor Stonum upped the Property Maintenance amount by \$2,000 to be used to increase the carryover to \$20,000. Commissioner Beville asked who decides it goes into Property Maintenance. Mayor Stonum reminded us of another downed tree in green space. It's already down so just needs to be cut up. This will be done in July.*
 - *Commissioner Beville asked what it means on the Maximus Lawncare invoice "5/21/23 - ...removed last of the tree limbs on greenspace." Commissioner Adams explained that Maximus removes limbs monthly in General Clean-up.*
 - *Mayor Stonum asked if everyone agrees to the \$383,275 amount on bottom line of budget. This was corrected to \$385,275 due to extra \$2,000 from carryover.*
 - *Mayor Stonum asked if any more adjustments need to be made.*
 - *Commissioner Beville asked if carryover is now \$20,000 making Expenses to be \$384,675.*
 - *Mayor Stonum updated Ordinance #3, Series 2023 so Attorney Schwager could read it.*
 - *Attorney Schwager read it with updated numbers. Mayor Stonum will re-type with updated numbers and get necessary signatures.*
 - *Motion to accept Ordinance #3 Series 2023 as read was made by Commissioner Beville and was seconded by Commissioner Adams. There was a roll call vote and all commissioners and Mayor voted in favor.*
- *Budget 2023*
 - *Change was suggested:*
 - *Payroll Administrative Services increased for June because not yet paid*
 - *In July, 2023 Budget will be done with final adjustments*
 - *Will need Maximus' June invoice ASAP. Will probably need a budget adjustment for this*
 - *Any 2023 budget adjustments will be sent to auditors around the end of July – beginning of August*
 - *Motion to make adjustment to 2023 Budget made by Commissioner Adams and seconded by Commissioner Metcalf. Vote was unanimous.*
- *City Attorney Contract – Mayor Stonum asked Commissioner Beville for any updates on the search. She is waiting until after our June Meeting to put out feelers.*
- *Green Space litter problem – It seems to be gone. They are using the garbage bag provided. Mayor Stonum and Commissioner Metcalf have checked the area weekly and find they are using the garbage bag. After speaking with the kids in the area, they are now waving and being friendly.*
- *Radio check tonight is Channel 14.*
- *Commissioner Beville's follow-up on All Terrain – The Boydton island work is on schedule. She will advise when the actual date is set.*

- *Commissioner Adams just wanted to confirm that the removal of landscaping would not involve any input on her part.*
- *Mayor Stonum advised that the water spigots have been marked on the street's curve.*
- *Mayor Stonum asked Commissioner Beville to find out what will be done with the irrigation system when it is cut. Capped? Closed loop? Asked her to please check with All Terrain or Evergreen Irrigation. The funds will be coming from the restricted road fund account due to moving utilities for street improvements.*
- *Mayor Stonum presented a 10 Year Salary Schedule Plan for the commission to consider.*
 - *COLA is a nightmare to work with per Mayor Stonum*
 - *Advised commission that they don't have to approve this plan*
 - *It would require an ordinance*
 - *Commissioners - \$100/month increase*
 - *Mayor - \$200/month decrease*
 - *Commissioner Adams would like the commissioner's salary to be increased to \$500 in 2027. It has been 9 years since last raise.*
 - *Commissioner Beville opposed that the Mayor takes a cut in salary.*
 - *Commissioner Adams feels that with the surplus money this year, the mayor salary cut is not necessary*
- *Commissioner Adams asked about the island water situation. She had talked to Mayor Stonum about the current dry time. What do we do? Need a special meeting to turn on the water? How would this work?*
 - *Mayor Stonum asked for Commissioner Beville's input since she is expert on watering. She advised that the well established landscape plants/shrubs don't need to be watered. Suggested that if we go 14 days without rain – possibly need the sprinklers.*
- *Back to the island sprinkler issue – Commissioner Beville will call Evergreen Irrigation to find out:*
 - *Kind of pipe*
 - *Will send drawing*
 - *Ask about the 1 sprinkler in the area – will it be capped off?*
 - *Long established plants in the island won't need the sprinklers turned on, but leave them hooked up*
 - *Commissioner Adams asked where the sprinkler heads are located*
 - *Mayor Stonum said they are marked. System must have both sides turned on, but they are independent of each other*
 - *Commissioner Beville mentioned that the irrigation system in the entrance island was turned off years ago*
 - *Motion made by Mayor Stonum to watch the weather and if no rain for 14 days, turn on the irrigation for one week (unless it rains during that time). Motion seconded by Commissioner Adams. Vote was unanimous. Power is there – just needs to be turned on. Commissioner Adams would be able to turn off and on. Starting as of this date, turn on the water if no rain by July 1.*
 - *Commissioner Beville advised that if we had new landscaping, we would need to water. No fertilizer is needed when hot*
 - *OK to have Weed Man do his service*
- *Commissioner Adams will have Maximus Lawncare remove the bush in the front island in July*
- *Commissioner Adams will have the tree service that Maximus works with to give us a bid on removing downed tree in green space. She guessed that the possible rate would be \$1500. Mayor Stonum mentioned that it's already down; only needs to be cut up and removed. Already down for 3 months. Commissioner Adams will ask Mason with Mow Better to also provide a bid. Subject tabled until July meeting*
- *Commissioner Adams advised that the garbage can cost has increased to \$1398.85 and assume shipping would still be \$300. Mayor Stonum suggested that the \$20 worth of trash bags should suffice for now.*

Commissioners' Reports

Safety Commissioner Metcalf: *He presented both June and July's report*

- *Mayor Stonum and I went to Post Office on several occasions.*
- *Mayor Stonum and I went to storage unit one time*
- *Mayor Stonum and I went to Dan Small's office on one occasion.*
- *5-24-23 – Issued parking permits to 4518 Micklenburg*
- *6-9-23 – Mayor Stonum and I had a meeting with executives J M Hamburg – KLC President and J D Chaney – Executive Director/CEO*
- *6-10-23 – Issued parking permits for 4516 Micklenburg Court*
- *Issued parking permits for 11012 Bay Run Dr for 6-24-23*

Road Commissioner Beville:

- *5/17/2023 – Contacted Evan Meyer with All Terrain Paving and Construction via email to let him know the Commission accepted the bid for the following work:
 - o *modifying the island on Boynton Court*
 - o *installing a speed hump on Bristol Bay*
 - o *installing one additional speed hump on Pacelli Place*
 - o *repainting the existing speed humps on Pacelli Place and at the entrance to the Kayfield Childcare Center, using thermoplastic. I also requested that he forward a copy of All Terrain's insurance to the city clerk. Followed up with an email to Bev asking her to please be on the lookout for the proof of insurance from All Terrain and to let me know when it arrives.**
- *6/7/2023 – Reached out via email to Commissioner Metcalf letting him know that All Terrain will notify me in advance of the dates they will be working on Boynton Court and asking for his opinion on how to handle the parking during the road repairs for those homeowners.*
- *6/10/2023 – Created a flyer which will be given to the residents on Boynton Court alerting them to the road repairs. Mayor Stonum has offered to deliver the flyers within 24 hours of the work starting.*
- *6/9/2023 – Replied to an email from Adrienne Page, a resident in the Gardens of Bay Run. She was concerned about the moving truck she was using being ticketed. I told her that I was forwarding her email to Commissioner Metcalf who is responsible for providing temporary parking permits to the homeowners, which I did.*
- *6/13/2023 – Reported a problem with two street lights in the Treis community which are cycling off and on at night to Commissioner Maupin. She replied that she would notify LG&E.*
- *6/14/2023 – Replied to an email from a member of the HOA Board of the Treis Condominium in which he expressed the Board's concerns with how many and which units are being used as rental properties in the Community. The Board is fearful of non-compliance of Treis' 2019 master deed amendment, prohibiting new rentals. I provided the name and email addresses of Mayor Stonum and the City Clerk.*
- *5/17/2023 - 6/19/2023 – Read and replied to, or forwarded, emails as they were received.*

Property Maintenance Commissioner Adams:

- *Will participate in the radio checks with Commissioner Metcalf and everyone tonight – June 20th.*
- *Handled three citizen requests this month. One was inquiring about rental properties in COWH. One was about overgrowth on Pacelli Place and the last was about a large truck parked on Middlesex Drive.*
- *Advised Maximus Lawncare of the project going forward on Boynton Court and asked him not to prune back the rose bushes there because they will have to be removed when the island area is reduced.*

- *Advised Maximus Lawncare that we would like him to mow every other weekend and only do minimal landscaping until our fiscal year begins again July 1st. Due to the dry weather and slow growth of the grass, Maximus Lawncare was able to accommodate this request and did not mow on two of the week-ends in June.*
- *Surveyed the tree that is down in the easement/greenspace area near Rustburg Place. Took pictures to present at the city meeting.*
- *Will advise Maximus Lawncare to prune landscaping after July 1st.*
- *Will continue to monitor the bushes and landscaping for wilting and stress. Will continue to monitor the temperature and the rain/storms to determine the need for the sprinklers to be turned on.*
- *Checked on pricing on the garbage can from TreeTop Products. It is now \$1,398.85 plus shipping.*

Utilities Commissioner Maupin:

- 6/5 Drove city for streetlight check.
- 6/11 Commissioner Beville emailed reporting the streetlight between 11905 and 11907 Tazwell Dr. was on and off. The streetlight between 11907 and 11909 was doing the same thing. I told her that I would report to LG&E on Monday 6/12. Marked 11909 with tape. Could not get behind the dumpster and weeds/brush to mark 11905.
- 6/12 Called LG&E and reported streetlights on and off at 11905 / 11907 and 11907 / 11909 Tazwell Dr.
- 6/18 Drove city for streetlight check
- I did not attend the June 2023 city meeting or participate in the radio check due to being out of state.

Mayor's Comments

- *Any type of electronic correspondence (email, text, social media, etc.) that pertains to COWH City business, and/or you are addressing and/or answering as a City Official, it is required to be retained as specified in the Kentucky Department of Libraries & Archives Retention Schedules. The schedules pertaining to COWH are the standardized ones KDLA has established for KY governmental agencies that haven't submitted a custom retention schedule and/or haven't had their custom retention schedule approved. Today, I emailed each of you the 2 retention schedules, which pertain to COWH City Officials, Staff, and Ethics Board Members, they are PDF files, so you can do a word search by using CTRL+F to bring up the pop-up search screen to type a word to search for.*
- *"2023 Informational Webinar: Defend Your City - Preventing Ransomware and Other Cyberattacks" I'm highly recommending registering for this cyber-security training session.*
- *City Official emails sent with attachments, especially City Meeting emails with attachments, need your attention before the day of the city meeting. You're sent this information normally well in advance of the meeting, so that you can review it before hand. I don't think Bev and Dan appreciate getting last minute corrections, because I sure don't.*

The meeting was adjourned at 9:10 PM with a motion by Commissioner Adams and seconded by Commissioner Metcalf..

Signatures:

City Clerk: _____

Date: _____

Mayor: _____

Date: _____