

## **Council Meeting Minutes**

**September 15, 2014**

The regularly scheduled meeting of the City Council of Audubon Park was held on Monday, September 15, 2014, at 3340 Robin Road, with the following present: Mayor Dorn Crawford and Council Members Joanne Bader, Vince Osbourn, Mark Stevens, Nancy Zinner, and Cary Campbell. Also present were Police Chief Douglas Sweeney, City Attorney Steve Emery and City Clerk Janette Mercer.

### **Call to Order**

Mayor Crawford called the meeting to order at 7:30 PM.

### **Engineer's Report**

The Mayor presented the Engineer's report. He noted the road project has been completed. A list has been compiled naming specific areas that will require some patching. Mr. Channell has contacted the paving company to set dates to complete the work on these areas. The Mayor did note that all of the work completed on the roads was on budget, actually under budget, so the little additional work left to complete and the painting that needs to be completed should be affordable.

The Mayor also noted that he is trying to establish a point of contact for each of the major utilities or service providers, so we have someone to talk to when the City has issues. A priority company he was interested in contacting was Louisville Gas and Electric, especially to seek help with the entrance and landscape lighting.

### **Financial Report**

The Mayor reported the City's audit has started. He also reported that we have an accounting/consulting firm to help transition the City to the new fiscal year with updated and streamlined accounting. The name of the firm is Harding, Shymanski & Company, PSC. The accounting firm did put together a draft financial report for the Council to give a rough idea where things stand. The Council agreed to defer detailed discussion because there are several areas in the draft that still need work.

### **Attorney's Remarks**

Mr. Emery reported the Mayor has given his deposition in reference to the Reesor/Lee lawsuit. There were three others scheduled the same day, however those were not completed due to time constraints. There are other depositions scheduled for the 7<sup>th</sup> of October. The other piece of litigation is the suit by the Louisville Regional Airport Authority. There is a suit pending in the District Court appealing the Code Enforcement Board's finding against the Airport Authority. There are a number of questions before the court, beyond what would be a typical code enforcement appeal. The case is heard *de novo*, which means the District Court will consider the issue all over again. He noted if the Airport Authority is not satisfied with the decision from District Court, they can appeal to the Circuit Court. If they are still not satisfied, they can appeal to the Kentucky Court of Appeals, so this could be the beginning of a very lengthy litigation process.

### **Police Report**

Chief Sweeney reported that Officer André Bottoms has received the International Association of Chiefs of Police *Human Rights Award*. Officer Bottoms is the only officer in the fifty states to receive this award, recognizing his work against human trafficking.

The Chief noted that the City had experienced two burglaries. One of the incidents, they feel sure is an inside job. The other was a car stolen and since then the car has been recovered, thanks to Detective Raymond Patterson. The said police report is included as part of these minutes.

### **Forest Board Report**

Mr. Zinner reported that LG&E has completed a survey of Audubon Park. They have made an offer to remove to the ground any diseased Ash Tree that may pose a threat to an adjacent power line or the resident can choose to have it treated for EAB at the owner's expense. It will also be at the owner's cost to have the stump ground. He also noted the Forest Board is updating their ordinance. The last thing reported was a 14-cubic-yard load of mulch to be delivered to Henderson Park on September 20<sup>th</sup>. He invited anyone who would like to help spread this free mulch, donated by Limbwalker tree service. The said report is included as part of the minutes.

### **Unfinished Business**

The Mayor asked for the second reading of *An Ordinance Updating Provisions for Council Meetings*. Cary Campbell offered the reading. The Mayor asked for a motion to adopt this ordinance. Nancy Zinner made a motion, Joanne Bader seconded, and the Mayor asked for discussion. Vince Osbourn suggested that the text be amended to delete the word "meet" after the word "meeting". The Mayor offered another amendment per the City Attorney to delete "unless otherwise decided at the previous meeting." Vince Osbourn made a motion to adopt this ordinance with the said amendments, Joanne Bader seconded, and the motion passed unanimously.

Cary Campbell also offered the second reading of *An Ordinance Establishing a City Parks and Recreation Board*. The Mayor asked for a motion to adopt this ordinance, Joanne Bader made a motion to adopt this ordinance, and Vince Osbourn seconded the motion. The Mayor asked for discussion. Mark Stevens asked whether there would be enough activities to justify monthly meetings. There were conversations about the length of the terms and the number of members for this Board. Mark Stevens made a motion to amend the text to read Section 11-10.02 ,vice 11.02, and to adopt the ordinance, Nancy Zinner seconded and the motion passed unanimously.

The Mayor offered a Municipal Order *Adopting the City of Audubon Park Employee Handbook, August 2013 Edition*, to complete the record of the Council's previous vote approving this edition of the *Handbook* . Cary Campbell seconded and the motion passed unanimously.

Mr. Osbourn started the process of working through the action item list. (1) Item #15, Job Description for Public Works, City Clerk and Chief of Police and Item #32, Changes and Corrections to Employee

Handbook – these will be merged as one major ongoing action item. (2) Item #37, Establish Policies for Back-Up and Recovery for All City Computers and Item #52, Updated Hardware, Software and Networking Computers –these will be merged as one action item, with vendor discussions already under way. (3) Item #47, Candidate for City Audit - closed/audit in progress. (4) Item #48, Codification Grant for Ordinances – in progress. (5) Item #49, Establish a Social Committee – closed/established an ordinance for a Parks & Recreation Board. (6) Item #51, Web Site Enhancements – work in progress. (7) Item #53, Legally Compliant and Consistent Record Keeping – working on a long-term process. (8) Item # 54, Move the monthly Council meeting from 7:30 to 7:00 – closed/ established an ordinance updating provisions for City Council meetings. (9) Item #55, Need to select Ethics Committee – Mayor soliciting volunteers on Facebook and Web site. (10) Item #56, Need to select Forest Board - closed/present membership is adequate, just needs documentation. (11) Item #57, Establishing a charitable foundation for the police – the Mayor, Chief Sweeney and Cary Campbell working on this project. (12) Item #58, Need a bookkeeper – The Mayor has Harding, Shymanski & Company working on recommendations. Item # 59, Need volunteers for Code Enforcement Board – closed/all seats are filled.

### **New Business**

Mayor Crawford noted there are six candidates running for City Council and one candidate for Mayor. The six candidates for City Council are Joanne Bader, Nancy Zinner, Lindsey Breen, Laura Stevens, Darrell Shelton and Tony Williams. The one candidate for Mayor is Dorn Crawford. The current Council agreed that pre-meeting packets for upcoming meetings should be distributed to the candidates for familiarization. They also requested the new Council to submit a brief synopsis about themselves for the upcoming newsletter.

Mayor Crawford reported the City has received a request for a variance to pave a pull-over between houses located on Falcon Drive. He asked if the Council would agree to schedule a variance hearing at 6:30 on October 20<sup>th</sup> before the regularly scheduled Council meeting. The Council agreed.

### **Public Comments**

Laura Kelty, 3242 Cross Bill Rd – Ms. Kelty noted there were several stop signs with graffiti throughout the City that need to be cleaned and maybe the stop signs can be replaced. The Mayor replied that City Works has cleaned the signs a couple of times. He also noted that some of the signs are old and do not clean up well – so replacements are likely.

Tony Williams, 3220 Eagle Pass - Mr. Williams volunteered to get an email out to the new Council members asking for the short bio for the newsletter. He also wanted to thank the current Council for their two years of service. Mr. Williams asked if someone else was going to continue live streaming the Council meetings. Lindsey Breen answered “Yes”. He also wanted to express his feelings about issuing the warning instead of writing a citation for illegal overnight parking. The Mayor answered that the ordinance requires that a warning be issued first.

Darrell Shelton, 919 Audubon Pkwy – Mr. Shelton wanted to express his appreciation for the flexibility and good will the police department has demonstrated by issuing warning tickets instead of citations. He feels it is worth whatever liability it has caused, if any.

There being no further business, Nancy Zinner made a motion to adjourn the meeting; Joanne Bader seconded, and the motion passed unanimously. The meeting was adjourned at 9:20 PM.

The next scheduled Council meeting is set for October 20, 2014.

Attested \_\_\_\_\_ Approved \_\_\_\_\_