

## **COUNCIL MEETING MINUTES JANUARY 22, 2013**

The regular scheduled meeting of the City Council, City of Audubon Park, was held on Tuesday, January 22, 2013, at 3340 Robin Road with the following present: Mayor Michael Scalise along with Council Members Joanne Bader, Nancy Zinner, Vince Osbourn, Mark Stevens, Al Huber, and Cary Campbell. Also present were Police Chief Jeffrey Cox and Deputy Police Chief Ronald Jones along with City Clerk Stephanie Lee. City Attorney Patrick McElhone and Assistant City Attorney Jonathan Leachman were absent from the meeting.

**Call to Order:** Mayor Scalise called the meeting to order at 7:30 P.M. followed by the Pledge of Allegiance.

Mayor Scalise welcomed the new and returning Council Members. He also mentioned there are copies of the Agenda for the night in the room as well as posted on the door.

**Approval of the Minutes:** Mayor Scalise asked if there were any corrections, additions, or deletions to the minutes from the previous month. Al Huber made motion to accept the minutes as presented. Mark Stevens seconded, and the motion passed unanimously.

**Frost, Brown, Todd - Louisville Collegiate School Bond:** In the absence of Bill Skees, Becky Mayton went into a brief explanation of the Bond amendment request they have. She mentioned Louisville Collegiate is trying to obtain a lower interest rate on their 2009 Bonds that were issued. There was a short discussion that took place regarding any downsides to the action, debts or liabilities, an amendment only that does not count against our ten million dollars for the year, the issuance of the Bonds, marketing benefits, community interest, fees involved, and various Bonds issued over the years, etc.

Becky Mayton read RESOLUTION NO. 001, SERIES 2013, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUDUBON PARK, KENTUCKY, AUTHORIZING AND ACKNOWLEDGING THE EXECUTION AND DELIVERY OF (1) A FIRST SUPPLEMENT TO LOAN AGREEMENT AMONG THE CITY OF AUDUBON PARK, KENTUCKY, THE LOUISVILLE COLLEGIATE SCHOOL, AND REPUBLIC BANK & TRUST COMPANY; (2) AN AMENDED AND RESTATED SERIES 2013A NOTE AND AN AMENDED AND RESTATED SERIES 2013B NOTE; (3) AN AMENDED AND RESTATED SERIES 2013A BOND AND AN AMENDED AND RESTATED SERIES 2013B BOND; AND (4) ANY AND ALL OTHER RELATED DOCUMENTS NECESSARY THERETO.

Cary Campbell made motion to accept the Resolution. Vince Osbourn seconded, and the Resolution passed unanimously.

**Art Henson – Audit Report:** Art Henson with Henson & Associates presented the Audit Report for the fiscal year ending June 30, 2012. He thanked the Council and

Mayor for the opportunity to perform the Audit, and he went into an explanation of the report giving a brief overview of his findings. There was a brief discussion regarding pages 13 and 14 of the report, cash and bank account balances, the General Fund (general operating expenses and revenues), the Road Fund (State gas tax program for streets and roads), Balance Sheet figures, liabilities, deferred revenues, fiscal year, revenues, transfers in (credit line), new Police vehicle, expenditures, the upcoming Budget, pages 15 and 11 of the report, assets after depreciation, debt, long-term leases, post-employment retirement benefits, the deficit, the Kentucky Retirement System, prior year Audit Report copies, etc. He encouraged everyone to read the report, and he said the Council and Mayor can call him with any questions they may have.

Cary Campbell made motion to accept the Audit Report. Nancy Zinner seconded, and the motion passed unanimously.

**Financial Report:** The information submitted on the Financial Report showed the figures through the month of December. Al Huber made motion to accept the Financial Report as presented. Vince Osbourn seconded; and after a short discussion, the motion passed unanimously.

Vince Osbourn inquired about the Financial Report difference from the Profit and Loss Statement. He wanted to know if the numbers are supposed to match.

Mayor Scalise said he will have to check with the Treasurer on it. He also commented about this being the first report to be voted on since the Audit, and he said various documents have been added over time for additional information for review.

Cary Campbell questioned as to who does the report, and Mayor Scalise mentioned the part-time Treasurer prepares the reports as well as other various accounting items.

Vince Osbourn requested money be put into the upcoming Budget for streets, and Mayor Scalise said that is a major goal of his.

**Public Comments:** The following is a list of people who spoke and a general summary of what they had to say:

Joanne Bader commented about the Agendas being placed on the door as well as in the room for people to view just in case they have questions or comments pertaining to something listed on the Agenda.

Mayor Scalise said he thought this change would make an improvement in getting information out to everyone, and he commented about possibly putting the Agenda on the website as well prior to the Council Meeting.

1. Jim Head, 1112 Audubon Parkway – asked as to if a condensed version of the Audit will be sent out to residents. He also later asked about mailing the

letters prior to the postage going up, and he inquired about possibly emailing them. He later asked about the removal of TARC bus signs from yards as said in a previous meeting.

Mayor Scalise said they will be mailed out soon to each resident (pages 13 and 14 particularly mentioned). He went on to add they have to be printed and mailed. He said we do not have enough email addresses to send them out that way. He said in regards to the TARC bus signs, the poles are in concrete and will have to be cut off now.

2. Pete Becker, 3105 Chickadee Road – welcomed the new Council. He also said the Police Bulletin is a good thing, and he said you just have to give them your email address to participate.
3. Cathy Lally, 1127 Dove Road – inquired as to how to get on the email list.

Chief Cox said you can go to [news@audubonparkky.org](mailto:news@audubonparkky.org) to sign up, and he also mentioned that the information had gone around with the last Newsletters that were delivered to homes. He said it will also be on the website as well.

Mr. Head inquired about sending out property tax bills via an email list.

Joanne Bader commented about a lot of people not giving out their email addresses due to privacy.

**Property Tax Ordinance – 1<sup>st</sup> Reading:** Mayor Scalise mentioned and Stephanie Lee read ORDINANCE NUMBER 0001, SERIES 2013, AN ORDINANCE ADOPTING JULY 1, 2013 TO AND INCLUDING JUNE 30, 2014 AS THE FISCAL YEAR, LEVYING TAXES FOR SAID FISCAL YEAR AND PROVIDING FOR THE TIME OF PAYMENT OF SAME AND THE SPENDING OF THE PROCEEDS OF SAID LEVY.

Stephanie Lee mentioned the proposed rate for this year is 0.283 per \$100 (versus 0.272 per \$100 last year). With this being the first reading, the vote will take place at the next meeting.

Mayor Scalise tentatively mentioned the Public Hearing regarding the proposed tax rate scheduled for February 6, 2013 at 6:00 P.M. at City Hall. He said notification of the Hearing will be mailed out to the residents.

There was a short discussion regarding mailing the Audit letters, HB 44, a call for the vote now, a recall vote, a petition and election, amendments, first and second readings, the proposed rate, website calculation information to be sent out, etc.

**Motor Vehicle Tax Ordinance – 1<sup>st</sup> Reading:** Mayor Scalise mentioned and Stephanie Lee read ORDINANCE NUMBER 0002, SERIES 2013, AN ORDINANCE ESTABLISHING THE CITY OF AUDUBON PARK TAX RATE ON ALL MOTOR VEHICLES FOR THE TAX YEAR 2013 – 2014.

Stephanie Lee mentioned the proposed rate is the same as the property tax rate at 0.283 per \$100. With this being the first reading, the vote will take place at the next meeting.

Al Huber asked for clarification in the explanation of a four percent raise with it not even being a one percent tax.

Mayor Scalise said it is a four percent increase in revenue over the past year, and he said will send out the information in the next day or two regarding the calculation.

**Garbage Ordinance – 1<sup>st</sup> Reading:** Mayor Scalise mentioned and Stephanie Lee read ORDINANCE NUMBER 0003, SERIES 2013, AN ORDINANCE ADOPTING THE SANITATION AND RECYCLING COLLECTION ASSESSMENT FOR THE CITY OF AUDUBON PARK, KENTUCKY FOR THE PERIOD FROM JULY 1, 2013 TO AND INCLUDING JUNE 30, 2014 AND PROVIDING FOR THE COLLECTION OF SAME.

Stephanie Lee mentioned the rate, and she said the rate is the same as the previous year. With this being the first reading, the vote will take place at the next meeting.

**Police Report:** Chief Cox read the Police Report for the month of December as well as the Yearly Report for 2012. A copy of each of the said reports is made a part of these minutes.

Chief Cox said the first of the month next month, the report will be expanded and will have added information to help in explaining the submitted information. He also added that the Jefferson County Sheriff's Office Dispatch CAD System showed 4,138 calls for service last year (Parking Citations, etc. not included).

Joanne Bader inquired about the "Other", and Chief Cox briefly explained what it meant.

Al Huber inquired about Arrests, and Chief Cox said they show what is within the boundaries.

Mayor Scalise thanked Chief Cox, and he mentioned the Chief had his one year anniversary. He said the totals have been broken out more on the reports since he has been here.

At the request of Mayor Scalise, Deputy Chief Jones briefly told the Council about the case on television regarding the seven sisters going into hospitals (Audubon Hospital as well as others) taking purses, credit cards, money, and personal effects and the arrest. He mentioned Detective Ray Patterson working on the case and getting photos of the suspects. He said the net is in excess of \$10,000.

Chief Cox mentioned Detective Patterson working diligently on various cases (such as this one), and he said Detective Patterson had gotten the Officer of the Year Award.

Joanne Bader inquired about putting information regarding Audubon getting the criminals in the upcoming Bulletin, and Chief Cox said he will put something in there with Ray Patterson being the “Spotlighted” Officer.

**Forest Board Business:** Gilbert Zinner passed out copies of the Forest Report dated January 2013 to the Council and Mayor for their review. He said they had to postpone their work day from the second Saturday in January due to weather conditions. He said they worked the Saturday before the meeting, and he said they worked on six streets from Audubon Parkway to Hess Lane evaluating Ash trees and the Emerald Ash Borer. He said the Forest Board sent recommendations to the homeowners regarding their trees. He said the next scheduled work day is set for the second Saturday in February, and he said the location has not been determined at this time. He said the Kentucky Tree Board Seminar for 2013 is going to be held on February 22<sup>nd</sup> from 9 A.M. to 3:30 P.M. at the Clifton Center in Louisville with a fee of \$15. He said he has an application if anyone is interested.

Cary Campbell inquired about promoting the Kentucky Tree Board Seminar such as in the upcoming Newsletter.

Joanne Bader said the Forest Board is given an opportunity with each Newsletter to provide an article with information such as this. She said the next delivered Newsletter will not be until March.

Gilbert Zinner said he will check with Betty Weise to see about submission.

Mayor Scalise mentioned there are four Newsletters per year, and he said two of them are delivered to homes. He mentioned Joanne Bader and Nancy Heine donating their time in delivering the Newsletters for the City for the past couple of years.

Joanne Bader added that Gene Stotz and Betty Weise help with the delivery of them as well.

**Unfinished Business:** There was not any “Unfinished Business” to report at this time.

**New Business:** Mayor Scalise mentioned with Mark Stevens being elected to the Council, he would like to have Peter Becker as a formal member of the Code Enforcement Board instead of as an Alternate. He also said he would like for Keith Braun to be approved to serve another term on the Code Enforcement Board as well.

Joanne Bader made motion to approve both Mr. Becker and Mr. Braun to the Code Enforcement Board. Al Huber seconded, and the motion passed unanimously.

Mayor Scalise mentioned Municipal Order Number 001, Series 2013, A MUNICIPAL ORDER UPDATING AND REVISING THE PERSONNEL/CIVIL SERVICE POLICY MANUAL. He said it explains the various benefits offered to employees, and he said he

would like to make a few changes to the current policy. He passed out information with the changes to the Council for their review.

A lengthy discussion took place regarding holidays offered, Federal holidays, employees affected, changes, approval of time off, Council approval, eight hour work days versus ten hour work days, Police Department exemption, annual leave and vacation, possible caps on the leave, maximum number of hours accrued, leave coverage, incentives for employees to stay, costs involved, overtime, grants, when employees depart employment or are terminated with cause, notice of departure, approval of off time, sick leave notice upon departure, call-ins for sick time, longevity pay, gross versus net, time for longevity pay to be done, bereavement leave family member definition, bereavement leave approval, forty hour work weeks and overtime, hourly and salary employees, etc.

Cary Campbell requested to table the Municipal Order until the next Council Meeting.

Mayor Scalise said they will look at the cap on the time, the termination of an employee and benefits, and the longevity pay stated at \$50 gross.

City Clerk Stephanie Lee commented about the change that took place approximately three years ago, and she said someone that comes in off of the street now will get what she does a year later with her being here for ten years now.

Chief Cox said he appreciated the Council reviewing and listening to the information.

**Mayor's Report:** Mayor Scalise inquired as to if all of the requested paperwork was returned to the City Clerk, and he said he has copies of the "Oaths of Office" to give to each Council Member after the meeting.

Joanne Bader mentioned Ken Weber contacting her regarding an alert system called Reach Alert. She said it is a communication and alert system using an outside party to contact residents via phone, text, or email depending on a person's preference. She gave an example of schools using it for weather alerts, etc. She commented about using it for concerts or socials in the parks, train derailments, street closings, crime alerts, Council Meetings, etc. She said it is normally \$2.00 per household with a possible first year discount. She would like for Mr. Weber to be able to present the information at the next Council Meeting. She later added she has given information to Mayor Scalise, and she thinks they should possibly put it in the Council packets next month for review.

Mayor Scalise said Mr. Weber can have a few minutes with the full Agenda, and Mark Stevens asked for him to keep the presentation brief.

Al Huber made motion to adjourn the meeting. Mark Stevens seconded, and the meeting was adjourned.

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ATTESTED

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APPROVED