

Council Meeting Minutes

January 21, 2014

The regularly scheduled meeting of the City Council of Audubon Park was held on Tuesday, January 21, 2014, at 3340 Robin Road, with the following present: Mayor Dorn Crawford and Council Members Joanne Bader, Vince Osbourn, Mark Stevens, Nancy Zinner, William Klump and Cary Campbell. Also present were Acting Police Chief Raymond Patterson and City Clerk Janette Mercer.

Call to Order

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

Approval of the Minutes

Joanne Bader made a motion to approve the Special Council Meeting minutes for November 7, 2013. Vince Osbourn seconded, and the mayor asked for discussion. Cary Campbell wanted the last page of the minutes to be amended to read, "the motion passed with five in favor and one not voting (Cary Campbell was one of the mayoral candidates)." Mr. Campbell also wanted changes completed on his synopsis of qualifications, to read, "He practices law," and to remove wording about his employment as a finance manager. Joanne Bader made a motion to approve the minutes with the two amendments; Nancy Zinner seconded, and the motion passed with the noted amendments.

Cary Campbell a motion to approve the Council Meeting minutes for November 18, 2013. Joanne Bader seconded. The mayor asked for discussion. Cary Campbell wanted information added to the United Parcel Service presentation questioning the benefit of their proposal to the residents. Joanne Bader made the motion to approve the minutes with the noted amendment and Mark Stevens seconded. The motion passed with four in favor and two abstaining (William Klump and Nancy Zinner abstained because they were not present at the November meeting).

Appointments and Awards

Mayor Crawford proposed the appointment of Clinton Channell as the City Engineer. Joanne Bader made a motion to confirm Mr. Channell as City Engineer; Cary Campbell seconded, and the motion passed unanimously.

Acting Chief Patterson introduced David Finan as a representative of the Kentucky Transportation Cabinet, who was at the meeting to present Sgt. Porter with two awards: the "Governor's Award for the most DUI arrests by an officer employed by a police agency of 25 officers or less" and the "Governor's Award for the most DUI arrests by an officer employed by the Audubon Park Police Department". Acting Chief Patterson noted that Sgt. Porter had arrested 49 impaired drivers in the past year, which is a significant accomplishment.

Communication Report:

Vince Osbourn and Joanne Bader presented the first look at the new and improved Audubon Park Website. Mr. Osbourn introduced Mike Thompson as the Web designer. There was a lot of discussion about the new format and content of the website from both residents and Council members. The goal of the Web development group is to have the Web site "live" by the end of February or sooner.

Financial Report:

Charlie Veeneman presented the financial report. He noted that revenue from the Insurance Premium Tax, account 4315-00, is on target with the budget and could even exceed expectations. Mr. Veeneman discussed the balance sheet; Mr. Klump asked for a comparative balance sheet, because the current balance sheet only tells the Council where the City is today. He felt that it would be helpful to see a comparison of 2013 vs. 2012. Mr. Veeneman agreed to provide this information at a future meeting. Following additional discussion of the financial report, the Mayor asked for a motion to accept the financial report. Cary Campbell made the motion, Vince Osbourn seconded, and the motion passed unanimously.

Police Report:

Acting Chief Patterson presented the police report. In response to questions raised by some residents, he explained that the police department also patrols areas in North Audubon and businesses along Preston Highway down to Eastern Parkway as part of an agreement with LMPD. In exchange for patrolling these areas just outside of Audubon Park's boundaries, Audubon's police department has received several radios at a cost of \$4000 each, and the City's officers can receive required annual training through LMPD which is needed to maintain our accreditation. He also noted that residents may start seeing increased Audubon Park police cars running radar along Preston Highway, but this additional patrolling outside the City boundaries is reimbursed as overtime by a Highway Safety Grant. The police report is included as part of the minutes.

Forest Board Report:

Gil Zinner presented the Forest Board Report. Mr. Zinner noted that the Forest Board planted seventeen new trees this past fall. The next Forest Board meeting will focus on taking an inventory of trees planted three years ago that will require pruning. The Forest Board is working on a grant application to support its work.

Unfinished Business:

Mayor Crawford reported that the screening process for the Chief of Police is progressing. The City received thirteen applications and the selection committee narrowed the candidates down to three finalists. These three candidates will be formally interviewed by a panel composed of the Mayor and two others, who will represent the City Council and residents respectively. The Mayor expects that he will have a proposed Chief for Council approval at the next Council meeting.

The Mayor spoke about numerous other appointments to City boards that need to be filled. These appointments, by ordinance, should be staggered; however, this has fallen through the cracks. The Council and the Mayor will be addressing these issues and soliciting candidates to fill these positions.

Mayor Crawford asked the Council for feedback on the engagement letters for the City Attorney, Accountant and Auditor.

Cary Campbell noted there should be some way to limit the time and expense that is required for the City Attorney to attend the Council Meetings. Mr. Emery offered a suggestion based on other cities that

he serves. He noted he attends only the first hour of the meetings. The other cities “frontload” the meeting agenda with potential areas that might require legal advice; if legal advice is needed, he is available and can be excused after the first hour. The Council agreed with this recommendation.

William Klump brought attention to three paragraphs in the engagement letter for the auditor. He wants the Council to ensure that the auditor performs the audit to obtain reasonable financial statements that are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity as stated in the engagement letter. Mr. Klump noted prior to his appointment to the Council, there appeared to be some non-compliance with laws and regulations in previous audits.

The three letters were accepted by the mayor and Council without further stipulation.

Joanne Bader noted she is obtaining estimates to get the City’s ordinances re-codified. She has contacted American Legal Publishing for a bid, which is the first step toward applying for a state grant to pay for the recodification process. The Council is hoping the grant will pay for the entire process; Audubon Park should hear by July whether they received the grant.

New Business

Mayor Crawford asked the Council to start thinking about issues addressing the budget. One of the issues the Mayor would like to look at is the police department’s manpower. He noted that a better understanding of how shift staffing is determined is needed. The Mayor also asked that the Council look at tax/ fee assessments, as well as our contracts with other businesses.

The Mayor and Charlie Veeneman discussed Audubon’s property taxes. Mr. Veeneman noted the City at some point in the past decided to collect the taxes early. As a result, the City started spending its collected revenues before the fiscal year started. This is one of the reasons for the shortfall at the end of the year. Mayor Crawford voiced his opinion that this cycle needs to be corrected.

Mayor’s Report

Mayor Crawford asked the Council to read through the auditor’s partial draft audit report and give feedback on some new ideas to be included in the Management Discussion & Analysis section yet to be updated. Anticipating large-scale revision of its scope and direction, he agreed to compost and circulate a draft for Council members’ review and comment.

The mayor updated the Council on airport incursion. He noted that he wrote a letter to the Executive Director of the airport after the easement ordinance was published, in which he outlined the waivers and permits that would be necessary in order to move forward with the QuieterHome program, unless the easement component is removed, per FAA guidance.

Mayor Crawford asked the City Clerk for a first reading of a proposed Ordinance Providing for the Repeal of Salaries of Elected City Officials, which would take effect in January 2015. There was some discussion about the mayor’s pay being retained. The Mayor reminded everyone that historically all elected City officials served on a “pro bono” basis until ten years ago.

Public Comments:

Tony Williams, 3220 Eagle Pass: Mr. Williams asked if potholes were going to take priority when the repaving process starts. Joanne Bader responded that potholes are handled on an ongoing basis. To report a pothole needing to be filled, residents should contact the City clerk who will notify public works. Successful filling of potholes is dependent on a certain level of external temperature, and general condition of the pavement.

Mr. Williams made a suggestion for a playground facility in one our parks. He volunteered to spearhead a committee. The Mayor welcomed this offer, noting the city is already exploring the idea.

The Mayor announced the next meeting of the City Council is scheduled for Tuesday, February 18, 2014, a day later than normal, because of the Washington's Birthday holiday.

Joanne Bader made a motion to adjourn, William Klump seconded, and motion passed unanimously. The meeting was adjourned at 9:45 PM.

ATTESTED  APPROVED 