

Council Meeting Minutes

December 15, 2014

The regular monthly meeting of the City Council of Audubon Park was held as a special meeting, to permit an early start, on Monday, December 15, 2014, at 3340 Robin Road, with the following present: Mayor Dorn Crawford and Council Members Joanne Bader, Vince Osbourn, Mark Stevens, William Klump, Cary Campbell and Nancy Zinner. Also present were Assistant Chief of Police Mike Minniear, City Attorney Steve Emery, City Engineer Clinton Channell and City Clerk Janette Mercer.

Call to Order

The Mayor called the meeting to order at 5:30 PM. Mark Stevens made a motion to enter executive session to discuss legal matters as provided in KRS 61.823, William Klump seconded the motion, and the motion passed unanimously.

Mayor Crawford called the meeting back to order at 7:00.

Engineer's Report

Mr. Channell has been monitoring current road conditions since the completion of the repaving project. There are some new areas of concern that have developed. He and the Mayor will have a discussion on these issues because they will need to be addressed in the spring as the problems will worsen with winter conditions. He noted that the agenda reflects the next project is the entrance lighting. He has not started on that project, however does have some ideas to discuss with the Mayor.

Financial Reports

The Mayor reviewed the financial reports, noting that there are still some concerns with the numbering of line items, fiscal year cross-over, and late auditing on workers' compensation with an outcome of late billing against fiscal year 2014. But the figures appear to give an accurate picture of the City's finances, and should be made available to citizens. The Mayor asked for a motion to accept the financial reports with a note outlining reservations. Joanne Bader questioned if the numbers reflected on this report are good numbers. She noted the numbers reflected on last month's report with this month's additional billing does not add up to the YTD numbers reflected on this month's report. Mr. Roy Hoagland, the City's auditor, explained that there was not a clean cut-off of year-end expenditures. He further noted because there was not a person compiling the financial reports at June 30th year-end, that he was not surprised that the numbers had to be cleaned up with the auditor's journal entries. William Klump had issues with the Road Fund revenue, and the Mayor assured Mr. Klump that would be one of the notes that would be included. Cary Campbell asked that a general ledger and check register be included with all financial reports. Mark Stevens made a motion to accept the financial report with the included notes, as he felt it was important to allow the residents to see the City's finances. Nancy Zinner seconded the motion.

The Mayor asked for discussion. There was a lengthy discussion to table this report pending further refinements. Cary Campbell made a secondary motion to table the report. The Mayor asked for a vote,

which was three in favor, three opposed; (three in favor of tabling Cary Campbell, Vince Osbourn and Nancy Zinner; three opposed of tabling Mark Stevens, Joanne Bader and William Klump); the Mayor broke the tie, voting to oppose tabling the report. The Mayor then asked for further discussion on the financial report; hearing none, he asked for a vote to adopt the financial report with the given reservations. The motion passed accepting the financial report, with 5 in favor and one opposed. (Cary Campbell opposed)

The Mayor introduced Roy Hoagland, representing auditor Welenken CPAs. Mr. Hoagland discussed the audit. He wanted to clarify that his firm as well as the CPA firm that is producing the monthly financial statement was not given a clean yearend balance sheet. His firm and the CPA firm producing the monthly financial reports had to create a yearend balance sheet. Mr. Hoagland noted the ending net position for fiscal year 2013 does not reconcile to the beginning net position for fiscal year 2014. The City's net position for fiscal year 2014 has been adjusted by \$558,243 for retirement benefits liability. The City is currently in litigation regarding this matter. There were discussions addressing several issues with the sanitation funds and road funds. Joanne Bader made a motion to accept the draft as presented, with the Mayor's management discussion and response to findings yet to be added. William Klump seconded the motion, and the motion passed unanimously. A copy of the draft is included as part of these minutes.

Police Report

Major Minniear presented the police report for the month of November. The police report is included as part of these minutes. Major Minniear introduced Ed Louden as a candidate to be considered for the position of police officer, and reviewed his credentials. The Mayor asked for a motion to confirm the appointment. Joanne Bader made a motion to approve Mr. Louden as a new police officer. Nancy Zinner seconded the motion, and the motion passed unanimously. The Mayor administered the oath of office and shared congratulations.

Forest Board Report

The Mayor asked Mr. Zinner for the forest board report. Mr. Zinner reported the Forest Board meeting was not conducted for the month of December. The Mayor reported that the City did pass state screening to be recertified as one of the cities of Tree City USA.

Unfinished Business

The Mayor asked for a motion to approve the November 17th meeting minutes. Joanne Bader had some changes. She wanted the following comments added to the financial report section, "a couple of the Council members asked the Mayor to invite someone from the CPA firm to be present at the next meeting to answer questions." She also noted under unfinished business that it should state "Vince Osbourn reviewed the action item list." Her last correction was under public comments to include Tony William's suggestion to have the information about the trees posted to the Web page and he would volunteer to help scan the information to the Web page. The Mayor asked for a motion to approve the minutes as presented with the corrections. Mark Stevens made a motion to accept the minutes as presented with the corrections. Vince Osbourn seconded the motion, and the motion passed unanimously.

Vince Osbourn reviewed the action item list. The action item list is included as part of these minutes.

New Business

The Mayor proposed a new ordinance to assist with organizing the city's files/records and to help become compliant with state requirements for record keeping. He asked the City Clerk to provide a first reading of an Ordinance Establishing a City Archivist. He also noted that the December Newsletter has been posted to the Web page and a copy has been provided to each Council member.

Cary Campbell asked if there were any plans for an orientation for the new Council members. There were discussions between the current Council members about material that would be helpful with the new members.

The Mayor extended his appreciation to the current Council members and wished everyone a Merry Christmas and a Happy New Year.

Public Comments

Tony Williams, 3220 Eagle Pass – Mr. Williams suggested using the current audit as a template going forward. He asked about the airport lawsuit and how much money will the City spend before the decision to stop will occur. The Mayor reminded everyone that this is a public meeting and this discussion should not be aired.

Vince Osbourn made a motion to adjourn the meeting. Nancy Zinner seconded the motion, and the motion passed unanimously.

The meeting adjourned at 9:10 PM.

The next scheduled Council meeting is set for January 1, 2015, for inauguration.

Attested  Approved 