

## **Council Meeting Minutes**

**June 15, 2015**

The regularly scheduled meeting of the City Council of Audubon Park was held on Monday June 15, 2015 at 3340 Robin Road, with the following present: Mayor Dorn Crawford and Councilors Darrell Shelton, Nancy Zinner, Laura Stevens, Tony Williams and Lindsey Breen. Also present were Chief of Police Doug Sweeney, City Attorney Steve Emery and City Clerk Janette Mercer.

### **Call to Order**

Mayor Crawford called the meeting to order at 7:00 PM. He opened the floor for opening public comments, but heard none.

### **Attorney's Remarks**

Mr. Emery noted that he did not have any updates. He asked if the Council had any questions. Darrell Shelton made a motion to go into executive session as provided by KRS 61.810(1) (C), for discussion of proposed or pending litigation against or on behalf of the city. Lindsey Breen seconded the motion, and the motion passed unanimously.

The Mayor called the meeting back to order following the executive session.

### **Engineer's Report**

Mayor Crawford introduced Brad Derrick as candidate for City Engineer. The Mayor gave a brief synopsis of Brad and a written bio. He asked for a motion to confirm Mr. Derrick as City Engineer. Tony Williams made a motion to confirm. Darrell Shelton seconded, and the motion passed unanimously. The Mayor administered the oath of office. A copy of his bio is included as part of these minutes.

### **Police Report**

Chief Sweeney covered the police report. The Chief noted that he has spoken to management at Audubon Hospital, and they are receptive to a \$2K increase on their police services contract, to \$17K a year. The Mayor asked Chief Sweeney to introduce Chris Heaps as a candidate for police officer. The Mayor asked for a motion to confirm Chris Heaps. Darrell Shelton made a motion to confirm. Nancy Zinner seconded the motion and the motion passed unanimously. Mr. Heaps' bio, and the monthly police report, are included as part of these minutes.

### **Financial Report**

Mayor Crawford reviewed the May financial report. He asked for a motion to accept the financial report. Darrell Shelton made a motion to accept. Laura Stevens seconded the motion. The Mayor invited discussion. Darrell Shelton asked about line item 6300-10, Garden Club. The Mayor noted that \$5K was appropriated as a grant for the Garden Club, but was unspent. Mr. Shelton also asked about the additional \$20K line-of-credit draw. Mayor Crawford stated that draw occurred in June, and so would be reflected in the next report. Laura Stevens questioned the Public Administration total expenditures on the Profit and Loss statement, which shows \$167K, while the financial report reflects \$223K, quite a spread. Mayor Crawford explained that the P&L statement is produced by our financial software according to standard accounting rules, which don't count some expenditures, like the line-of-credit draw, that are included in the financial report for transparency. Laura Stevens noted the difference in

the two figures was the about the amount of the line of credit. Darrell Shelton feels that the financial report does not give a clear picture of the City's finances. Mr. Shelton would like to see the check register maybe quarterly. At the conclusion of the discussion the motion passed unanimously.

The Mayor asked the City Clerk for a second reading of *An Ordinance Amending the City Budget for Fiscal Year 2015*. The Mayor asked if there was a motion to adopt the ordinance. Laura Stevens made a motion to adopt. Darrell Shelton seconded the motion, and the motion passed unanimously.

### **Forest Board Report**

Gil Zinner reported that the Forest Board and the Parks and Recreation board had a joint meeting. The purpose for the joint meeting was to co-ordinate future city events and programs using public spaces. Tony Williams asked about the progress on the Forest Board ordinance. Mr. Zinner replied, "They are working on it."

### **Unfinished Business**

The Mayor confirmed that the Council wanted to defer the decision on the Thompson variance request.

Mayor Crawford presented 3 sets on minutes for approval. He asked for a motion to approve the 3 sets of minutes. Laura Stevens made a motion to approve the minutes. Nancy Zinner seconded. Laura Stevens noted on the May 18, 2015 minutes, under Financial Report, the verbiage used to accept the report was "approve" versus "accept." Darrell Shelton noted on the same set of minutes, under the same heading, his last name should be added for clarifying. The 3 sets of minutes were approved unanimously with these changes, and a notation in the April 27 minutes showing Tony Williams abstaining because he was not present at that meeting.

Laura Stevens reviewed the action item list. Each item was discussed and item 64 was closed. The usage of DropBox will be added to the action item list. Tony Williams wants to start the conversation on the waste management contract and would like to see it added to the action item list.

### **New Business**

Darrell Shelton noted that he has a firm number that represents the shortfall on the budget. The Councilors had several questions about the increase of insurance premiums. They all wanted to be sure that the insurance increase was included in Darrell Shelton's shortfall number. Mr. Shelton's number is \$17,484. Tony Williams asked Chief Sweeney if he was sure that the Audubon Hospital contract could be increased by \$2K. Chief Sweeney feels very confident with the increase. Councilors wanted to include the loss that the City will take with the discounts and the appeals for reassessment of properties. Tony Williams also questioned the monies showing under Miscellaneous Fees & Grants. Mr. Williams feels the number should be \$500, not \$1K. The Council decided that a line for revenues lost to discounts for early payment should be added to the revenue list.

The Mayor moved on to Appropriations – Public Administration. Tony Williams asked about Repairs and Maintenance. He questioned if the \$27K shown had generic numbers for HV/AC and painting. The Mayor clarified the number represents actual bids for the work. There were several comments on replacement windows versus painting. Darrell Shelton suggested to reduce the appropriation to \$25K. Tony Williams feels that bookkeeping figure needs to be increased. There was discussion about either increasing or decreasing, ending in a decision to leave it at \$12K.

The next section discussed was the Appropriation – Public Works. Tony Williams questioned Supplies and Equipment, calling \$38K a huge number. The substantial portion of the \$38K is a new truck with a snow plow. There were conversations about making payments instead of buying it outright, buying a used truck instead of a new truck, and if insurance would be less on a used vehicle.

Tony Williams suggested that we reduce the Public Facilities appropriation. Darrell Shelton agreed with Mr. Williams, calling this an ideal place to lower the budgeted amount; this would be an area for raising money to fund projects. Forest Management is the area that the Council and Mayor agreed to preserve as proposed. There were several comments about taking down trees. There were lengthy conversations about masonry work needed on the front entrance. The decision was made by the Council that Public Facilities would be reduced by \$14K, which will balance the budget. The Mayor noted that he has taken all of the suggestions for the budget changes and will put together a revised proposal for voting purposes. A special meeting for this purpose was set for Thursday, June 18th at 7:00 PM.

The Mayor noted that the upcoming newsletter is due and invited everyone to submit an article.

#### Closing Public Comments

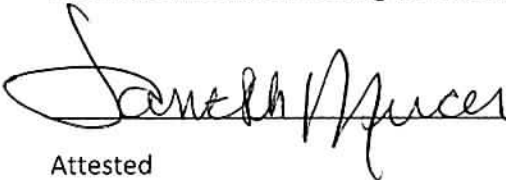
Laura Kelty, 3242 Cross Bill – Ms. Kelty was concerned that the line for Utilities LG&E is the same as last year. She noted that LG&E was asking for a 3% increase. Tony Williams replied that would calculate to be about .25 cents more. Laura Stevens noted that we are under budget this year for that line item. Ms. Kelty questioned the bookkeeper remaining as a temp or a permanent part-time employee. If the bookkeeper is a permanent part-time employee then payroll taxes need to change. She also noted that at the last meeting there was mention of an Arborist and \$7K was budgeted. She wanted to know if that was going to be an employee. The Mayor replied “no” this person would be on contract, much like the city attorney. Ms. Kelty felt that with all the work we do with Limbwalker, maybe they could do that work.

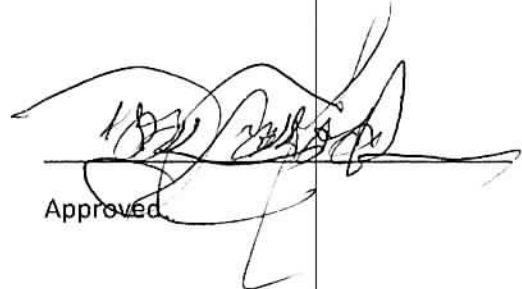
Pete Becker, 3105 Chickadee – Mr. Becker suggested that we sell ads in the newsletter.

Nancy Zinner made a motion to adjourn. Laura Stevens seconded, the motion passed unanimously.

The meeting adjourned at 9:45 PM.

The next scheduled meeting is set for June 18<sup>th</sup> at 7:00 PM.

  
Attested

  
Approved