

**Richlawn City Commission
Minutes of the Regular Meeting
January 21, 2013**

The regular meeting of the Richlawn City Council was held on Monday, January 21, 2013, at the Old National Bank on Shelbyville Road & Hubbards Lane. Present were Mayor Pat Coomes and Commissioners Roger Rymarz, Dirk Gowin, Rae Taylor, and Henry Thoben, along with Clerk/Treasurer Jeff Barrick and City Attorney Steve Porter. Mayor Coomes called the meeting to order at 7:30 p.m.

A. Mr. Barrick presented the bills to be paid in January:

Extra Space Storage	VISA	98.00
LG&E	ACH	381.58
Rumpke	ACH	2716.35
Division of Unemployment Insurance	1862	16.80
Eagle Sign & Design	1863	180.00
Internal Revenue Service	1864	418.95
Jefferson County Property Valuation Admin	1865	2194.57
Kentucky League of Cities – KLC	1866	251.25
Kentucky Mutual Insurance Company	1867	425.12
Louisville Metro	1868	69.30
Valley Crest	1869	640.00
Vintage Printing and Distribution Service	1870	255.00

- Commissioner Rymarz made a motion to print hard copies of Financial Reports to be brought to the monthly meeting. Commissioner Taylor seconded the motion and it passed unanimously. Mr. Barrick will email the financial reports to the commissioners as well as bring copies for each council member to the meeting.
- Commissioner Gowin made a motion to pay the bills, Commissioner Taylor seconded the motion and it passed unanimously.

B. Minutes from December Meeting

- Commissioner Rymarz brought to the council's attention that he believes the minutes are altered or edited before they become the official minutes. He also stated the minutes are not always accurate and discussion items are omitted. He stated it has been discussed before to have a stenographer take the official meeting minutes. Mr. Porter stated that legally, all the minutes must include is: 1 Call to Order, 2 Reference to any reports (financial, committee) made with a copy attached, 3 Motions made, by whom, including second, and the result, including how each member voted, 4 Summary of items brought to the Commission by residents or other persons, 5 General reference to items discussed, and 6 Adjournment, motion made and seconded, time. Mr. Barrick stated he emails the minutes when he has finished writing them to the City Council. If changes are requested prior to the meeting, they are modified and re-sent to the City Council. Commissioner Rymarz believes the minutes are being edited before they become official. Mr. Barrick stated they are not modified after the City Council has voted to approve them.
- Commissioner Gowin made a motion to approve the minutes from the December meeting. Commissioner Taylor seconded the motion. Commissioners Rymarz and Thoben abstained from voting. Mayor Coomes voted to approve the minutes. The minutes were approved.
- Going forward, Mr. Barrick will email the minutes to the City Council with a "DRAFT" watermark. He will also print hard copies for each of the council members and bring them to the monthly City Council meetings with the "DRAFT" watermark. After the minutes have been approved, the watermark will be changed to "OFFICIAL" and published via the city's website.

C. Attorney Updates

- Mr. Porter stated the flags in front of the Verizon store are illegal and asked if the Council wanted to do anything about it. He stated Verizon could get a temporary permit from Louisville Metro.

D. Sidewalks on Shelbyville Road

- Commissioner Thoben stated the council should review any plans and be involved in any discussion about the sidewalks. Commissioner Gowin stated the City of St. Matthews has brought a proposal and he wanted to review that proposal with the property owners. Any decision/proposal must come back to the council for a vote. Commissioner Thoben will work with Commissioner Gowin on the project instead of Mayor Coomes. Commissioner Taylor asked if the meeting between the property owners and the city had taken place. Mayor Coomes stated a letter was sent to the property owners over 90 days ago.

E. Typical Duties to fulfill and share: Mayor Coomes listed the jobs/duties that need to be split up and performed by the City Council

- Commissioner Gowin volunteered to handle the Gazette.
- Commissioner Thoben stated the council should have a committee for each duty with two commissioners as the co-chairs and try to get two residents to participate on each committee. Mayor Coomes stated the council has tried to get city involvement in the past and there hasn't been any interest. Commissioner Gowin stated Commissioner Thoben's duplicity idea is a good idea and suggested each council member Chair a position and also co-chair or back up another duty. Commissioner Thoben wants to try and get more residents involved.

- Commissioner Gowin stated he will take the lead on the Gazette and co-chair Beautification.
- Commissioner Taylor stated he would be interested in chairing the Trash Removal and being the co-chair for the Gazette. Mr. Barrick will send Mr. Taylor the Rumpke contract.
- Commissioner Thoben will chair Building/Code enforcement and co-chair Beautification.
- Commissioner Rymarz will chair Beautification and co-chair Building/Code enforcement.
- No Commissioner volunteered to handle Landscaping and Snow Removal.
- Commissioner Thoben stated he wants to try and get more involvement by the residents of Richlawn.
- Commissioner Rymarz stated the residents would like more advanced notice of the meeting agenda.

F. Open Forum & Resident Concerns

- Commissioner Gowin inquired about the city's finances stating the checking account balance is currently \$88,000, does the city need that much cash on hand and asked if we should put the money in a CD. Mr. Barrick stated interest rates on CD's do not justify putting the money in that form of investment and we are earning interest on the checking account.
- Commissioner Gowin inquired about the Road Fund and asked how much we receive from the state. Mr. Barrick stated the state provides approximately \$900 per month for our road fund. Commissioner Gowin stated the Road Fund money could be used for sidewalks on Shelbyville Road.
- Commissioner Thoben stated he has a bid from Reid Brothers to seal all the cracks in our city roads for \$6,000. Commissioner Thoben will get 3 bids to repair the roads. Mr. Porter stated the city should send a letter to 6 or 7 vendors and see what they come in with to seal the roads. Commissioner Thoben stated he will leave it to Commissioner Gowin to get the bids.
- Commissioner Taylor asked if there would be any value in discussing the Financial Statements. Mr. Barrick stated the previous council would receive the statements via email and review prior to the meeting and then bring any questions to the meeting. For the new city council, it was decided to review the statements at the meeting.

G. Adjourn

1. Mayor Coomes stated the next meeting will be held on Monday February 18, 2013 at 7:30 PM at Old National Bank on Hubbards Lane
2. Commissioner Gowin made a motion to adjourn the meeting at 8:40 PM; it was seconded by Commissioner Taylor and passed unanimously.

Respectfully submitted:

 Jeff Barrick
 Clerk/Treasurer

 Patrick Coomes
 Mayor

APPROVED