

**Richlawn City Commission  
Minutes of the Regular Meeting  
July 20, 2015**

The regular meeting of the Richlawn Commission was held on Monday, July 20, 2015, at the Old National Bank on Shelbyville Road & Hubbards Lane. Present were Mayor Alicia Nordmann, Commissioners Ian Cassidy, Joe Meyn and Steve Wilkerson. City Clerk/Treasurer Jeff Barrick, Attorney Steve Porter and Commissioner Sarah Segree were not present. Also in attendance were Richlawn residents Angie and Terry McDermott.

Mayor Nordmann called the meeting to order at 7:30 p.m.

- A. Angie and Terry McDermott expressed concern over the recent flooding and discussed the upcoming Fall Festival that will be presented by the Neighborhood Association. The Fall Festival is scheduled for October 17, 2015.
- B. City Clerk/Treasurer Jeff Barrick prepared the bills to be paid in June. They were presented by Mayor Nordmann.

Internal Revenue Service	2144	481.95
Division of Unemployment Insurance	2142	13.20
Extra Space Storage	VISA	131.00
Alicia Nordmann	2141	105.99
Steve Wilkerson	2150	50.00
Louisville Metro	2146	69.30
NSAP	2147	980.00
Paul's Fruit Market	2149	75.00
Vintage Printing	2152	99.75
Nicholas DeVore	2148	30.00
Valley Crest	2151	1415
Jefferson County League of Cities	2145	100.00
FedEx Kinko's	2143	49.00
Rumpke	ACH	2716.35
LG&E	ACH	451.21

Commissioner Cassidy made a motion to approve the bills, seconded by Commissioner Meyn and passed unanimously.

**Minutes from the June Meeting**

- Mayor Nordmann made one correction. The stop sign that was replaced is at the corner of Hubbards Lane and Blenheim Road.
- Commissioner Cassidy made a motion to approve the minutes from the June meeting with the stated change, it was seconded by Mayor Nordmann and passed unanimously.

**C. Newly Appointed Commissioners**

- Commissioner Meyn and Commissioner Wilkerson were given the opportunity to ask questions about their respective roles and the Commission in general. Both Commissioners stated that they understand their responsibilities. Mayor Nordmann stated that the Commission is excited to have them on the team.

**D. Candidates for City Clerk/Treasurer**

- With the resignation of Tom Finnegan, Jeff Barrick is filling the role of interim City Clerk/Treasurer until the Commission makes a permanent appointment. Two candidates have expressed interest in the position: Jeanette Duque and Dan Sullivan. Mayor Nordmann will review qualifications of each and bring a suggestion for appointment to the August meeting to be voted on by the Commission.

**E. Property Improvements Ordinance- Joe Meyn**

- a. Commissioner Meyn will contact the new owner of 101 Don Allen Road to ensure that the grass is maintained while the home is being renovated.
- b. Commissioner Meyn stated that the resident at 111 Don Allen Road has inquired about making changes to their garage.
- c. Commissioner Meyn will update the Property Improvements and Beautification forms with his contact information.
- d. Commissioner Meyn agreed to being responsible for updating the City's website ([www.cityofrichlawn.com](http://www.cityofrichlawn.com)) moving forward.

**F. Resident Record Keeping – Ian Cassidy**

- Commissioner Cassidy will reach out to residents who have not verified their contact information one more time before publishing the Handbook. If a resident's information is not verified, Commissioner Cassidy will use the name(s) associated with the tax record for the property.
- The Handbook will be distributed along with the September Gazette.
- Commissioner Cassidy reached out to Frank Otte in regard to the tree that was planted in honor of Henry Thoben. Frank Otte confirmed the warranty on the tree and will check the status of the tree in November 2015. Frank Otte will replace the tree if necessary.

**G. Physical Asset Management – Steve Wilkerson**

- Commissioner Wilkerson will reach out to Rumpke and Valley Crest to obtain signed copies of Richlawn's current contract with each vendor.
- Commissioner Meyn asked if residents can obtain a second recycling container. Commissioner Wilkerson will reach out to Rumpke to ask if residents can receive a second recycling container and if there is an associated cost.
- Commissioner Wilkerson will research cost for obtaining a domain and dedicated email addresses for each Commission member. Example: [mayor@richlawn.com](mailto:mayor@richlawn.com) This is in an effort to be fully transparent and enable record keeping of emails sent regarding City business.

**H. Lang Field/ Resident Communications – Sarah Segree**

- No Report

**I. Mayor Report – Alicia Nordmann**

- Mayor Nordmann reported that the damaged stop sign at the corner of Hubbards Lane and Blenheim Road has been replaced.
- Mayor Nordmann reported that she reached out to NSAP and Lt. Cabrera confirmed that his company carries law enforcement liability insurance.
- Mayor Nordmann reported that she submitted the application for subsidized police patrol funding. The City should be notified in August or September of the outcome of the application.
- Mayor Nordmann reported that MSD is working on a solution to improve drainage within the City. She will keep residents updated via [www.nextdoor.com](http://www.nextdoor.com).

**J. New Business**

- Mayor Nordmann stated that a resident has complained about large trucks and business-like activity at 117 N. Hubbards Lane. The Commission will discuss the issue with Attorney Steve Porter at the August Commission meeting.

**K. Adjourn**

- Mayor Nordmann stated the next meeting will be held on Monday, August 17, 2015, at 7:30 PM at Old National Bank on Hubbards Lane.

Commissioner Cassidy made a motion to adjourn the meeting 9:00 PM, it was seconded by Commissioner Meyn and passed unanimously.

Respectfully submitted:

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Alicia Nordmann  
Mayor