

Richlawn City Commission
Minutes of the Regular Meeting
November 16, 2015

The regular meeting of the Richlawn Commission was held on Monday, November 16, 2015 at the Old National Bank on Shelbyville Road and Hubbards Lane. Present were Commissioners Steve Wilkerson, Sarah Segree, Ian Cassidy, Joe Meyn and City Attorney Steve Porter. Mayor Alicia Nordmann was on speaker phone during the meeting. Treasurer Daniel Sullivan was not present. There were no guests/Residents at the meeting.

Steve Wilkerson called the meeting to order at 7:30 p.m.

- A. Resident/Guest Open Forum- no residents or guests were present.
- B. City Clerk/Treasurer Report
 - 1. Bills: Commission reviewed previously submitted bills and Sarah Segree made a motion to approve the bills as presented. Steve Wilkerson seconded and the bills passed unanimously.
 - 2. Minutes: Commission reviewed and made amendment of date to the Minutes from October 19th

Ian Cassidy made a motion to approve the amended Minutes and Sarah Segree seconded. The approval of the Minutes passes unanimously.
- C. Resident Record Keeping- Ian Cassidy
 - 1. Otte Nursery on Bardstown Road replaced Henry's tree with a new dogwood. Neil Cornell (212 Don Allen) has agreed to take on watering responsibility. New tree is to be watered once per week until the first hard freeze. After final thaw, it will be watered twice per week. In the spring it must remain moist 3" down. Ian reported that Otte will email him an invoice but it has not been received yet. Ian also stated that the cause of the previous tree's death was due to too much rain in May and a dry June caused premature death of original dogwood.
- D. Property Improvements- Joe Meyn
 - 1. Second complaint made on 11/16/15 about 117 North Hubbards Lane having unusual traffic in and out of home. Joe Meyn will confirm with the case number and states that contact should be made with the resident of the home by that time.
 - 2. Sidewalk crack on Shelbyville Road has been reported but no time table for repair has been established through Tarc.
 - 3. Joe Meyn also stated that tree reimbursement emails have been returned and residents have been told to submit receipts for work to be done.
- E. Resident Communications- Sarah Segree
 - 1. Winter Gazette items were discussed next to include changing Daniel Sullivan's phone number to be changed to his home number. We also discussed adding new emails to the Gazette and Alicia asked that there be something to call attention to the change in the Gazette. Sarah will also include the entire parking Ordinance (with amendment) and a letter written by the Mayor to the City asking for courtesy when parking on the street.

F. Physical Asset Management-Steve Wilkerson

1. Fallen Tree has been removed in Lang Field
2. Steve has signed the snow removal contract with Valley Crest
3. Sarah begins a conversation about the length of the new gmail emails. Joe Meyn makes a motion to change emails to first name, last name@cityofrichlawn.com Ian Cassidy seconded the motion and it passed unanimously. Commission decided to officially use emails beginning on Thanksgiving Day 2015. Alicia asked for a NextDoor posting alerting the City of the email change. Steve Wilkerson agreed to post the new email information to NextDoor Richlawn. Email addresses will be amended in a couple of days and Steve will be the administrator of the gmail accounts.

G. Mayor Report- Alicia Nordmann

1. We will increase Police patrol to 24 hours in November and December. Police have been asked to specifically watch for speeding on Hubbards Lane. Police will use an unmarked car for this patrol.
2. Parking Ordinance was discussed and Ian Cassidy recommended that Mayor Alicia Nordmann write a letter to the City explaining our need to be courteous and not park in such a way that blocks our neighbors. Steve Porter, City Attorney will sign the amended Parking Ordinance and send it to Alicia Nordmann. Letter should be added to the Parking Ordinance and added to the Winter Gazette.

H. New Business

1. Sarah Segree brought up paying \$50 to substitute who takes notes and types up Minutes in the absence of Daniel Sullivan, Treasurer/Clerk. Discussion took place and it was decided that when a Commissioner takes on extra work that is beyond their normal duties, the City will compensate for the extra time and work by a member of the Commission. Sarah Segree made a motion to pay \$50 to substitute clerk and Joe Meyn seconded the motion. It passes unanimously, after Ian Cassidy changed his vote to "yay".

I. Adjourn

The next meeting will be held Monday, December 21, 2015, at 7:30PM at Old National Bank on Hubbards Lane.

Ian Cassidy made a motion to adjourn the meeting at 8:35 and Steve Wilkerson seconded the motion and it passed unanimously.

Respectfully Submitted:

Sarah Segree

Commissioner