

**Richlawn City Commission  
Minutes of the Regular Meeting  
June 20, 2016**

The regular meeting of the Richlawn Commission was held on Monday, June 20, 2016, at the Old National Bank on Shelbyville Road & Hubbards Lane. Present were Mayor Alicia Nordmann, Commissioners Ian Cassidy, Sarah Segree, Steve Wilkerson, Joe Meyn, City Attorney Steve Porter and City Treasurer/Clerk Daniel Sullivan. Lieutenant Cabrera from the Louisville Metro Police Department was also in attendance.

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

- A. Resident/Guest Open Forum** – Lieutenant Cabrera was in attendance to discuss city security and parking patrols. Lt. Cabrera explained options how to manage parking issues. Lt. Cabrera stated that to enforce Richlawn's ordinances either (1) an internal board would need to be formed to issue the citations or (2) the City of Graymoor-Devondale police can be contracted. Mayor Nordmann will reach out to G-D to get more information. He also discussed patrol issues and concerns.
- B. City Clerk/Treasurer Report** – Treasurer Daniel Sullivan discussed Financial statements and bills to be paid in May and presented for approval of payment.

<i>Date</i>	<i>Check #</i>	<i>Vendor</i>	<i>Classification</i>	<i>Amount</i>
06/01/2016	eft	Extra Space Storage of Louisville	June 2016	131.00
06/02/2016	eft	Google	June 2016	70.00
06/07/2016	EFT	US Postal Service	PO Box Rental	170.00
06/10/2016	2240	Stephen T. Porter	Fiscal Year Legal Fees \$1,200 / Ordinance 16-2 - \$500	1,700.00
06/13/2016	eft	Louisville Water Company	May/June	28.75
06/17/2016	2241	Nicholas DeVore	Delivery / Gazette	30.00
06/17/2016	2242	Kentucky League of Cities - KLC	General Liability Insurance - 7-2016 / 2017	4,155.00
06/17/2016	2243	Paul's Fruit Market	Welcome Gift Baskets	100.00
06/17/2016	2244	Senior Care Experts	FY15 Donation	600.00
06/17/2016	2245	St. Matthews Area Ministries	Annual Donation	1,000.00
06/17/2016	2246	St. Matthews Library	FY Donation	600.00
06/17/2016	2247	Valley Crest	Spring planting/fertilizer etc	3,110.75
06/17/2016	2248	Alicia Nordmann	2nd Quarter, 2016 Payroll	676.13
06/17/2016	2249	Ian A Cassidy	2nd Quarter, 2016 Payroll	270.45
06/17/2016	2250	Daniel M. Sullivan	2nd Quarter, 2016 Payroll	1,081.80
06/17/2016	2251	Steve Wilkerson	2nd Quarter, 2016 Payroll	270.45
06/17/2016	2252	Sarah Segree	2nd Quarter, 2016 Payroll	270.45
06/17/2016	2253	Joe Meyn	2nd Quarter, 2016 Payroll	270.45
06/17/2016	2254	Neighborhood Security & Asset Protection	May Patrols	490.00
06/26/2016	ACH	Rumpke	Invoice #May 2016 2626557	2,786.00
06/28/2016	ACH	LG&E	May 2016 Electric	453.97
			Total	\$18,265.20

Commissioner Wilkerson made a motion to approve the payments/bills, seconded by Commissioner Segree and it passed unanimously.

Treasurer Sullivan discussed bank fees. No changes this month. Will discuss other options with banker and report next month.

Treasurer Sullivan asked that the discussion on computer purchase for the city will be tabled until July meeting due to time constraints.

**Budget 2015-16**

- Ordinance 2016-3 – Fiscal year budget was given second reading. A motion to accept was made by commissioner Wilkerson, Commissioner Segree seconded and passed unanimously.
- Ordinance 2016-4 – Tax Assessment Rate was given a second reading. Rate remains unchanged from prior year. A motion to accept was made by Commissioner Cassidy Commissioner Wilkerson seconded and passed unanimously.
- Ordinance 2016-5 – Franchise tax on Financial Institutions was given a second reading. Rate remains unchanged from Prior year. A motion to accept was made by Commissioner Meyn, Commissioner Segree seconded and passed unanimously.

**Minutes from the May Meeting**

- Commissioner Wilkerson made a motion to approve the minutes from the May meeting. It was seconded by Commissioner Segree and passed unanimously.

**C. City Attorney – Steve Porter - Report**

- Ordinance 2016-1 – 2<sup>nd</sup> reading of Communication Franchise authorization of uniform franchise agreement. This agreement grants authority to Louisville Metro to negotiate details and agreements for broad band service with companies such as Google Fiber. A motion to accept was made by Commissioner Meyn, Commissioner Segree seconded and passed unanimously.

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

- Commissioner Cassidy discussed the repair work to the front entrance to the city. The mason who provided the previously approved proposal was unable to complete the project. Mayor Nordmann provided a proposal from Murphy Masonry and the Commission decided to use this vendor.

**E. Property Improvements – Joe Meyn**

- Fence request at 101 Don Allen discussed.

**F. Resident Communications – Sarah Segree**

- Discussion of items to place in the Gazette.

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

- Repair/sealing work on roads discussed. Estimate received for sealing and it was decided that Commissioner Meyn will follow up with contractor for additional changes and questions on estimate.
- Discussed bids on sanitation services received from Waste Management / Republic Services. Our current vendor, Rumpke had the lowest bid and it was determined to stay with their company for the upcoming year.
- Commissioner Wilkerson and Mayor Nordmann will work on getting a proposal to update landscaping at both City entrances.

**H. Mayor Report – Alicia Nordmann**

- Irrigation system – The backflow valves did not pass inspection earlier. This is in the process of being repaired. Hubbards Land Project- The Commission reviewed a project plan from Gresham-Smith and discussed inviting one of their engineers to a Commission meeting. This plan is available to the general public.

**I. New Business**

- No new business was discussed.

**J. Adjourn**

- Mayor Nordmann stated the next meeting will be held on Monday, July 18, 2016, at 7:30 PM in the Old National Bank on Hubbards Lane.

Commissioner Wilkerson made a motion to adjourn the meeting at 9:30 pm; it was seconded by Commissioner Cassidy and passed unanimously.

Respectfully submitted:

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Daniel Sullivan  
Clerk/Treasurer