

**Richlawn City Commission  
Minutes of the Regular Meeting  
September 19, 2016**

The regular meeting of the Richlawn Commission was held on Monday, September 19, 2016, at the Old National Bank on Shelbyville Road & Hubbards Lane. Present were Mayor Alicia Nordmann, Commissioners Ian Cassidy, Steve Wilkerson, Joe Meyn, Sarah Segree, City Attorney Steve Porter and City Treasurer/Clerk Daniel Sullivan.

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

- A. Resident/Guest Open Forum** – Roger and Sam Rymarz, residents of Richlawn were present as representatives of the boy scouts as Sam was working toward fulfilling a badge requirement. Also present was Kenneth Betts to discuss his business as code enforcement contract worker to help cities that want to enforce ordinances including parking.
- B. City Clerk/Treasurer Report** – Treasurer Daniel Sullivan discussed Financial statements and bills to be paid in September and presented for approval of payment.

Date	Check #	Name	Memo / Description	Amount
09/01/2016	EFT	Extra Space Storage of Louisville	Storage Unit	131.00
09/05/2016	EFT	Google	Email	70.00
09/15/2016	2270	Steve Wilkerson	2nd Quarter, 2016 Payroll	270.45
09/16/2016	2271	Alicia Nordmann	3rd Quarter, 2016 Payroll	676.12
09/16/2016	2273	Daniel M. Sullivan	3rd Quarter, 2016 Payroll	1,081.80
09/16/2016	2268	Ian A Cassidy	3rd Quarter, 2016 Payroll	270.45
09/16/2016	2269	Joe Meyn	3rd Quarter, 2016 Payroll	270.45
09/16/2016	2272	Sarah Segree	3rd Quarter, 2016 Payroll	270.45
09/19/2016	2274	Brightview (fka Valley Crest)	Landscaping	945.00
09/19/2016	2275	Neighborhood Security & Asset Protection	Security Patrol	490.00
09/21/2016	2276	Georgia Barrick	Delivery / Gazette - Ordinance	30.00
09/26/2016	EFT	Rumpke	Monthly Sanitation	2,905.40
09/26/2016	eft	LG&E	Monthly Electric Invoice	458.25
			Total	\$7,869.37

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

**Minutes from the May Meeting**

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

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

- Mr. Porter had nothing to report.

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

- An inspection of the Storage Unit was done by Commissioners Cassidy, Wilkerson and Treasurer Sullivan. The commission discussed the types of the records being retained and other solutions for storage. The option of scanning all documents came up and Commissioner Cassidy will be reviewing options and discuss at the next meeting.
- Commissioner Cassidy discussed a resident at 201 Gibson that had requested to personally clean oil stains in front of their residence that was left by contractors working on the home.

**E. Property Improvements – Joe Meyn**

- Commissioner Meyn discussed the two estimates/proposals to reseal weather related road damage. Louisville Seal Coat had lowest cost to repair. Commissioner Cassidy made a motion to accept their proposal and reseal the roads. Commissioner Wilkerson seconded and the motion passed unanimously.
- Commissioner Meyn discussed fading road striping on speed humps and will be getting estimates to repaint them to present at next month's meeting.
- Commissioner Cassidy discussed a fence being built at 201 Gibson that won't be in compliance with the city's codes due to certain issues. After discussion on the issues, the city agreed on the setup of the fence.

**F. Resident Communications – Sarah Segree**

- Commissioner Segree discussed ideas for the Gazette.

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

- Presented quotes from Frank Otte and Brightview on for landscaping the entrances to the city. Options were presented to the commission. Commissioner Wilkerson made a motion to accept the proposal/quote of Frank Otte in the amount of \$3,550. Commissioner Segree seconded and the motion passed unanimously.
- Commissioner Wilkerson will be ordering the new children at play signs approved earlier.
- Commissioner Wilkerson will be getting new snow removal estimates for this winter. Will report next month.

#### **H. Mayor Report – Alicia Nordmann**

- Kenneth Betts discussed a proposal for the city to contract his services to enforce city ordinances such as parking etc. He presented reports and other documents that he prepares for other cities and would like to do the same for Richlawn and enforce parking ordinances etc. The Commission decided to review his proposal and discuss next month.
- Discussed request from Holy Spirit to use Ledyard field for soccer practice. The commission declined the request.
- Discussed oil spot left by vehicles of property owners and options the city has to correct.
- Mayor Nordmann asked if Brightview invoices from prior months have been recalculated at lower rates from prior year contracts. Treasurer Sullivan stated that the invoice to credit the overcharge has been sent to the city.

#### **I. New Business**

- Discussed writing/graffiti on stop signs on Blenheim / Heady. Commissioner Wilkerson discussed options to remove and will investigate.
- Commissioner Cassidy discussed resident complaints and referred them to call metro at 311.
- Discussion on easements for ATT telephone poles and requirements by residents and the city.

#### **J. Adjourn**

- Mayor Nordmann stated the next meeting will be held on Monday, October 17, 2016, at 7:30 PM in the Old National Bank on Hubbards Lane.

Commissioner Wilkerson made a motion to adjourn the meeting at 9:00 pm; it was seconded by Commissioner Segree and passed unanimously.

Respectfully submitted:

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Daniel Sullivan  
Clerk/Treasurer