

**Richlawn City Commission  
Minutes of the Regular Meeting  
June 19, 2017**

The regular meeting of the Richlawn Commission was held on Monday, June 19, 2017, at the Old National Bank on Shelbyville Road & Hubbards Lane. Present were Mayor Alicia Nordmann, Commissioners Steve Wilkerson, Ian Cassidy, Joe Meyn, Andrew Carpenter, City Attorney Steve Porter and City Treasurer/Clerk Daniel Sullivan. Also present was Code Enforcement Officer George Stewart.

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

- **Resident/Guest Open Forum** – Rae Taylor, a resident of Richlawn was present and brought up his concerns about the Tree planted in the honor of Henry Thoben and the proposed apartment / building development across Shelbyville Road. He was advised of the new replacement tree and the problems with the prior plantings due to weather/location of the tree. He was also updated as to the progress of the new development and the process it will be going through before final approval.
- **Code Enforcement Officer Report** – Officer Stewart presented the report of infractions concerning parking and residents in possession of chickens on their property. Residents were notified of the infractions and the situations were corrected upon being notified.
- **City Clerk/Treasurer Report** – Treasurer Daniel Sullivan discussed May 2017 Financial statements and bills to be paid in June and presented for approval of payment.

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
06/01/2017	eft	Google	June 2017 Email	80.00
06/02/2017	eft	Extra Space Storage of Louisville	June Rent	131.00
06/02/2017	eft	US Postal Service	Mailing	19.60
06/02/2017	eft	US Postal Service	Mailing	19.20
06/11/2017	2358	Kiely Hines & Associates	Insurance	916.20
06/14/2017	2359	Best Stamp Co./Sign Designs	Sign Repair	55.00
06/14/2017	Eft	US Postal Service	PO Box Rental	198.00
06/14/2017	2375	Stephen T. Porter	Ordinances June 18, 2017	1,250.00
06/14/2017	2376	Alicia Nordmann	Reimbursement / Expenses	93.57
06/17/2017	eft	LG&E	Electricity	467.27
06/17/2017	eft	Rumpke	Sanitation June 2017	2,905.40
06/17/2017	2360	George Stewart	June 2017	280.00
06/18/2017	2361	Brightview (fka Valley Crest)	2810445	2,310.00
06/18/2017	2362	Kentucky League of Cities - KLC	Insurance	4,163.00
06/18/2017	2363	Louisville Water Company	Water	28.66
06/18/2017	2364	Senior Care Experts	FY17 Donation	600.00
06/18/2017	2365	St. Matthews Area Ministries	Annual Donation	1,000.00
06/18/2017	2366	St. Matthews Library	Annual Donation	600.00
06/18/2017	2367	Stephen T. Porter	Professional Fees	600.00
06/19/2017	2368	Neighborhood Security & Asset Protection	Security / June 17	490.00
06/19/2017	2369	Daniel M. Sullivan	2nd Quarter Payroll, 2017	1,081.80
06/19/2017	2370	Alicia Nordmann	2nd Quarter Payroll, 2017	676.12
06/19/2017	2371	Ian A Cassidy	2nd Quarter Payroll, 2017	270.45
06/19/2017	2372	Joe Meyn	2nd Quarter Payroll, 2017	270.45
06/19/2017	2373	Andrew Carpenter	2nd Quarter Payroll, 2017	270.45
06/19/2017	2374	Steve Wilkerson	2nd Quarter Payroll, 2017	270.45
06/19/2017	2378	Daniel M. Sullivan	Mileage / expense reimbursement	175.16
06/29/2017	eft	US Postal Service	Postage	49.92
<b>Total</b>				<b>19,271.70</b>

- Commissioner Cassidy made a motion to approve the payments/bills, seconded by Commissioner Wilkerson and it passed unanimously.
- March/May 2017 Minutes were completed and presented. Commissioner Cassidy made a motion to approve minutes, seconded by Commissioner Wilkerson. Motion passed unanimously.
- 2018 Budget was reviewed and presented as Ordinance 2017-04. Commissioner Wilkerson made a motion to approve budget. Commissioner Carpenter seconded. Budget was passed unanimously.
- **City Attorney – Steve Porter - Report**
  - Ordinance 2017-05 City tax rates for FY 2017-2018. Commission Carpenter made a motion to approve. Commissioner Cassidy seconded and motion passed unanimously.
  - Ordinance 2017-06 – Franchise tax rate set on Bank deposits. Commissioner Carpenter motioned to approve the ordinance, Commissioner Wilkerson seconded. The motion passed unanimously.
  - Attorney Porter discussed meetings with developers for new apartments across Shelbyville road. Advised that he asked for lighting restrictions and other restrictions that would help Richlawn residents if project is approved. The project still needs St. Matthews approval. The development is not in Richlawn so the commission does not have authority over the project but Attorney Porter/Commissioner Cassidy will still attend the meetings to provide representation for the city.
  - Ordinance 2017-01 – Parking ordinance – Discussed at length. Commissioner Cassidy motioned to approve the amended parking ordinance. Commissioner Carpenter seconded and the motion passed unanimously.
  - Ordinance 2017-02 – Residential Rental Property Ordinance – Commissioner Cassidy motioned to approve and Commissioner Carpenter seconded. Motion passed unanimously.
  - Ordinance 2017-03 – Sign ordinance – Discussed at length. Commissioner Cassidy motioned to approve the sign ordinance. Commissioner Carpenter seconded and the motion passed unanimously.
- **Resident Record Keeping – Ian Cassidy**
  - Henry's tree is set to be replanted with a different variety of tree that will be better for the location. Will be planted later in the year. Invoice presented and cost will be in this fiscal year's budget.
- **Physical Asset Management – Steve Wilkerson**
  - Discussed landscaping changes to front entrance and work on tree/bushes. Cost for the improvements will be about \$835 and the work will be done in the fall when the weather is more appropriate. Motion made by Commissioner Wilkerson for work on the bushes. Seconded by Commissioner Cassidy. Motion passed unanimously.
  - Discussed Bushes on Ledyard field and the individual that was found staying there. Commissioner Wilkerson got a quote from Brightview to cut back bushes to the ground and clean up the area and annual maintenance. It was determined to be too costly for this one time situation and so no action was taken on this matter.
- **Property Improvements – Joe Meyn**
  - Discussed permit requests by residents.
- **Commissioner Andy Carpenter**
  - Commissioner Carpenter stated that there were no changes/updates on the Hubbards Lane project from the state.
- **Mayor Alicia Nordmann – Mayor report**
  - Sidewalk repairs on Shelbyville road was discussed.
- **New Business**
  - None to discuss
- **Adjourn**
  - Mayor Nordmann stated the next meeting will be held on Monday, July 17, 2017, at 7:30 PM in the Old National Bank on Hubbards Lane.

Commissioner Wilkinson made a motion to adjourn the meeting at 9:48 pm; it was seconded by Commissioner Cassidy and motion passed unanimously.

Respectfully submitted:

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Daniel Sullivan  
Clerk/Treasurer