

**Richlawn City Commission
Minutes of the Regular Meeting
December 18, 2017**

The regular meeting of the Richlawn Commission was held on Monday, December 18, 2017, at the Old National Bank on Shelbyville Road & Hubbards Lane. Present were Mayor Alicia Nordmann, Commissioners Steve Wilkerson, Ian Cassidy, Andrew Carpenter, Jeremy Clark, City Treasurer/Clerk Daniel Sullivan, and Attorney Steve Porter. Code Enforcement Officer George Stewart was also in attendance.

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

- **Resident/Guest Open Forum** – No residents were present for this month’s meeting.
- **Code Enforcement Officer Report** – George Stewart presented his report on warnings issued.
- **City Clerk/Treasurer Report** – Treasurer Daniel Sullivan discussed November 2017 Financial statements and bills to be paid in December and presented for approval of payment.

Date	Num	Name	Memo	Amount
12/12/2017	eft	Louisville Water Company	Water Bill	-242.35
12/12/2017	eft	Google	December 2017 Email	-70.00
12/15/2017	3018	Sharon Bohannon	Holiday Decoration Contest Winner	-100.00
12/15/2017	3019	Alexandria Larsen	Holiday Decoration Contest Runner Up	-50.00
12/15/2017	3020	Decoration Contest Winner	Holiday Decoration Contest Runner Up	-50.00
12/15/2017	3021	Alicia Nordmann	3rd Quarter Payroll, 2017	-676.12
12/15/2017	3022	Ian A Cassidy	3rd Quarter Payroll, 2017	-270.45
12/15/2017	3023	Jeremy Clark	3rd Quarter Payroll, 2017	-270.45
12/15/2017	3024	Andrew Carpenter c	3rd Quarter Payroll, 2017	-270.45
12/15/2017	3025	Steve Wilkerson	3rd Quarter Payroll, 2017	-270.45
12/15/2017	3026	Daniel M. Sullivan	December 2017 Email	-360.60
12/15/2017	3027	Louisville Code Enforcement & Mediation	November 2017	-280.00
12/15/2017	3028	Nanz & Kraft Florists	Annual Holiday Decorations	-1,095.00
12/15/2017	3029	Neighborhood Security & Asset Protection	November Patrols	-490.00
12/15/2017	3037	Stephen T. Porter	July/Dec Retainer	-600.00
12/16/2017	3031	Brightview (fka Valley Crest)	Mow once / Pruning/Irrigation Shutdown	-779.50
12/16/2017	eft	LG&E	November 2017	-483.11
12/24/2017	eft	Rumpke	Monthly Sanitation	-2,905.40
12/26/2017	EFT	Trash Cans Warehouse	Replace Damaged Can	***-227.65
			Total	-9,491.53

- Payment to Trash Can Warehouse was added to disbursements journal sent earlier to commissioners since bill was received after Financial Statements prepared. Commissioner Wilkerson made a motion to approve the payments/bills, seconded by Commissioner Carpenter and it passed unanimously.
- November 2017 Minutes were completed and presented. Commissioner Cassidy made a motion to approve minutes, seconded by Commissioner Clark. Motion passed unanimously.

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

- Presented and Read the Five Year Codification Ordinance No. 2017-08. Commissioner Cassidy made motion to approve, Commissioner Carpenter seconded, and motion passed unanimously.

- **Physical Asset Management – Steve Wilkerson**

- Landscaping proposal will be presented in January meeting
- Commissioner Wilkerson discussed landscape/tree maintenance reports. Looking for other bids and will discuss next month.
- Front entrance discussed. Light replaced.
- Hubbards Lane tree removal discussed. Due to location of tree, Attorney Porter will be calling Louisville on this again.
- Garbage can replacement discussed. Ordered and payment made on city Debit card in December.

- **Commissioner Jeremy Clark**

- Reported the Gazette was complete and delivered.

- **Commissioner Andy Carpenter**
 - Discussed some property improvement requests by residents.
- **Resident Record Keeping – Ian Cassidy**
 - Discussed questions by residents on Tree program requests and proof needed for the city to authorize payment.
 - Discussed new tax laws and wanted to know if payment of taxes was allowable in December. Treasurer Sullivan said the rules have not been established at the time and the IRS will make the decision if deductible or not, but the city will take the payments and apply them toward the bills.
- **Mayor Alicia Nordmann – Mayor report**
 - Discussed additional police patrols. Lieutenant Cabrera has been authorized to make additional patrols in December.
 - Reported on Rental Registration process.
- **New Business**

Holiday contest will be judged this week.
- **Adjourn**
 - Mayor Nordmann stated the next meeting will be held on Monday, January 15, 2018, at 7:30 PM in the Old National Bank on Hubbards Lane.

Commissioner Carpenter made a motion to adjourn the meeting at 8:57 pm; it was seconded by Commissioner Wilkinson and motion passed unanimously.

Respectfully submitted:

Daniel Sullivan
Clerk/Treasurer

APPROVED