

**Richlawn City Commission
Minutes of the Regular Meeting
November 20, 2017**

The regular meeting of the Richlawn Commission was held on Monday, November 20, 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 absent.

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.
- **City Clerk/Treasurer Report** – Treasurer Daniel Sullivan discussed October 2017 Financial statements and bills to be paid in November and presented for approval of payment.

<u>Date</u>	<u>Num</u>	<u>Adj</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
11/02/2017	EFT		Google	Internet / Email	65.15
11/16/2017	3030		Brightview (fka Valley Crest)	Annual Cleanup / Mowings and other work	2,985.83
11/16/2017	3031		Frank Otte Nursery	Henry Tree	244.99
11/16/2017	3032		Louisville Code Enforcement & Mediation	14.5 Hours / Oct - Nov 8 2017	290.00
11/16/2017	eft		Minuteman Press	Violation Forms / 2 part	60.80
11/16/2017	3034		Neighborhood Security & Asset Protection	October 2017	490.00
11/17/2017	3035		Daniel M. Sullivan	November 2017	360.60
11/20/2017	3036		Stephen T. Porter	Prep Recodification Ordinance 2017-08	**1,000.00
11/23/2017	EFT		LG&E	October 2017	473.16
11/23/2017	eft		Rumpke	October 2017	2,905.40
11/30/2017			Service Charge	Service Charge - epayment to Louisville was \$2.50 / originally had \$2 on charge	0.50
			Total		8,876.43

- Payment to Steve Porter for \$1000 was added to disbursements journal sent earlier to commissioners since bill was received after Financial Statements prepared. Commissioner Cassidy made a motion to approve the payments/bills, seconded by Commissioner Wilkerson and it passed unanimously.
- September 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**
 - Second reading of five-year ordinance codification.
- **Physical Asset Management – Steve Wilkerson**
 - Commissioner Wilkerson discussed landscape/tree maintenance reports. Looking for other bids and will discuss next month.
 - Discussed snow removal contract from Brightview. Minor changes from prior year contract. Motion to approve was made by Commissioner Cassidy, seconded by Commissioner Clark.
 - Landscaping proposal will be presented in December meeting.
 - Discussion of replacing the bulb located at the front entrance.
 - Discussion of sink hole that was found when shrubs were trimmed. Will be addressed by landscapers in quote being received.
- **Commissioner Jeremy Clark**
 - Requested ideas for December Gazette.
- **Commissioner Andy Carpenter**
 - Discussed a resident complaint that was determined not to be City of Richlawn Business.
 - Discussed residents may be registering homes on AIRBNB website.
- **Resident Record Keeping – Ian Cassidy**
 - Discussed resident inquiry on tax payments.
- **Mayor Alicia Nordmann – Mayor report**
 - Discussed completion of sidewalk repairs on Shelbyville Rd.
 - Rental Registration complete.

- Discussed Holiday decorations quote. \$1,095 from Nanz and Kraft. Less than prior years. Commissioner Wilkerson motioned to approve decorations, seconded by Commissioner Cassidy. Reported
- **New Business**
 - Discussed office/residence on Hubbards Lane. Building has been medical office for years (approved by the city) and is now vacant. Current owner wanted to discuss options for maintaining as medical office discussed.
 - Holly tree at entrance with annual bird problem discussed.
 - Garbage can at Ledyard has been damaged. Commissioner Wilkerson investigating and will discuss next month.
 - Proposal to add additional security runs / patrols during holidays discussed. Will bring up in next months meeting.
- **Adjourn**
 - Mayor Nordmann stated the next meeting will be held on Monday, December 18, 2017, at 7:30 PM in the Old National Bank on Hubbards Lane.

Commissioner Cassidy made a motion to adjourn the meeting at 8:52 pm; it was seconded by Commissioner Carpenter and motion passed unanimously.

Respectfully submitted:

Daniel Sullivan
Clerk/Treasurer

APPROVED