

**Richlawn City Commission
Minutes of the Regular Meeting
November 18, 2019**

The November 2019 meeting was called to order at 7:33 PM at the Old National Bank

Present: Mayor Carpenter; Commissioners Williams, Cassidy, and Brotzge; City Attorney Porter; City Clerk/Treasurer Sullivan; and COE George Stewart

A. Resident & Guest Forum:

- a. Marsha McWhorter 4169 Blenheim Rd
- b. No comments from Resident/Guest Forum.

B. City Clerk/Treasurer Report:

- a. Daniel Sullivan reviewed the November 2019 financial statement.
- b. Daniel informed us that our Police Patrol Service provided by Lt Cabrera will increase from \$35 to \$40 per hour. This is the first increase we have received for this contract since engaging the service. Commissioner Cassidy motioned to accept the fee increase, Commissioner Brotzge seconded, and all voted in favor.
- c. We received an invoice for \$2,300 from Brightview for fall cleanup.
- d. Noted minutes for October should be corrected to reflect the September financial information.
- e. MARF funds have been deposited.
- f. The invoice for the city financial audit is \$3600. All other bills are normal and expected.
- g. We need to verify when telecom tax funds will switch to franchise fee.
- h. We need to verify process to obtain KY funds for police patrol services.
- i. Borders and Borders requested tax balances of City homes on the west side of Hubbards Lane. Daniel has informed them that City of Richlawn encompass both the east and west sides of Hubbards Lane. Inquiry may deal with construction easement because the west side may absorb a larger impact
- j. Commissioner Cassidy motioned to approve the November bills and Commissioner Brotzge seconded; all voted in favor.
- k. Commissioner Cassidy motioned to approve the October minutes as-edited and Commissioner Brotzge seconded; all voted in favor.
- l. Monthly Bills:

Date	Name	Memo	Amount
11/15/2019	KEIJNER DEREK R	Canopy Tree Program Reimbursement	(\$500.00)
10/31/2019	Brightview (fka Valley Crest)	Sept 2019 Invoices (4)	(\$2,368.50)
10/31/2019	Internal Revenue Service	Payroll Taxes	(\$61.02)
10/31/2019	Kiely Hines & Assoc	Bond Renewal	(\$364.44)
10/31/2019	LG&E	October 2019 Service	(\$482.89)
10/31/2019	Louisville Code Enforcement & Mediation	October 2019 Patrols	(\$220.00)
10/31/2019	Neighborhood Security & Asset Prot.	October 2019 Security Service	(\$350.00)
10/31/2019	Stephens & Lawson	Auditor Fees (2)	(\$3,600.00)
11/16/2019	Daniel M Sullivan	City Treasurer Payroll	(\$360.60)
11/1/2019	Google	October 2019 Email	(\$106.44)
11/25/2019	Rumpke	October 2019 Service	(\$3,283.50)
Total Disbursements			(\$11,697.39)

C. Code Enforcement Officer:

- a. George Stewart: E-mailed and received no response from the owners of 4177 Blenheim about cleaning up the yard (especially backyard). As of November 18, 2019, the yard and the dwelling have been drastically improved.
- b. George is conducting four hour increments for parking.
- c. He also dealt with a dog issue at 103 Don Allen.

D. City Attorney:

- a. The Mayor and Steve Porter met with Walmart officials on November 18 for +/-30 minutes. Dead trees will be removed and trimming of over hanging branches were approved. All trees that will be cut to the ground are on the

west side of the power line/utility easement. The Mayor will send letters to the residents of Gibson Road who will be affected by this work just prior to it beginning. A functional visual barrier to Walmart will be maintained.

- b. Mr. Porter led a discussion of property owner Joe Cox's intent to run an Airbnb at 4124 Ledyard and the informational meeting to be held on November 21. Steve stated that Airbnb operations would violate deed restrictions of the "neighborhood/subdivision"; Metro Government Zoning does not enforce deed restrictions; a resident of Richlawn could pursue litigation for deed restriction violations. The commission discussed the + and - of Airbnb operations in the city boundaries. 4124 Ledyard's location is much different than an expanded home on an interior street and impact on neighbors' lives. Per Steve, a 30+ day rental is considered residential. Derby and other Louisville annual events do have a "gray" area impact on short term rentals for local governments and impact on residents. We discussed adding a vote item to the deed restrictions modifications for short term rental and to formally omit vestigial language restricting occupancy by people of color in Richlawn's 2020 election. Also noted Airbnb would require registration with Metro and City of Richlawn governments.

E. Commissioner Cassidy:

- a. The front entrance repair discussion took place at the start of the meeting.
 - i. Commissioner Cassidy reached out to five mason businesses, three replied, and only Ace Construction/David Hurlston followed up. His phone number is 502 264 7519.
 - ii. David informed us that matching brick could not be found for a patch job repair. He suggested a removal of both pillars and the installation of a 2x2x3 brick facade with the original signs attached to them at a cost of \$3500 per pillar with red with black brick. Light fixtures were also discussed to include dark sky lighting, soft white or yellow, 3000K or lower.
 - iii. Commission discussed funding for the project. Commissioner Cassidy motioned to approve the project if total cost did not exceed \$10,000, Commissioner Brotzge seconded, and all voted in favor with the condition that Commission DeVore approved final plans.
- b. Ian is still waiting for communications from MSD concerning drain pipe cleanout under roads and driveways in Richlawn.

F. Commissioner Brotzke:

- a. Matt Brotzge had no construction projects to report.
- b. A streetlight bulb was replaced on Gibson Road.
- c. Street marking painting bid submitted for \$1700, but work can only occur on days where the temperature exceeds 55 degrees F. Commissioner Cassidy motioned to approve this contract, Commissioner Williams seconded the motion, and all voted in favor.

G. Commissioner Devore:

- a. Dianne's comments submitted via email.
- b. Will present bids for snow removal and landscaping at the December Meeting.
- c. A new tree has been planted on the Heady median.

H. Commissioner Williams:

- a. Torrence requested and received fall festival pictures for the Gazette.
- b. Has spotlight and little library article. Gazette targeted to be out by Thanksgiving.
- c. Christmas decoration judging will occur on Sunday, December 15, for discussion at the December Commission Meeting.

I. Mayor Carpenter:

- a. Andy reported that Nanz and Kraft will install Christmas decorations in the next few days.

J. New Business:

- a. Need to find new point person for Richlawn Association.
- b. Need to verify sprinkler systems are blown out (Dianne was already handling this).
- c. It was reported that former Commissioner Henry Thobin is recently deceased.
- d. The Mayor and Commissioner Cassidy will remove vegetation hiding stop signs and creating blind spots on Heady and Gibson Roads

K. Adjourn:

Commissioner Cassidy motioned to adjourn at 9:14 PM and Commissioner Brotzge seconded; all voted in favor.

Respectfully submitted:

Ian A. Cassidy, Commissioner

MAYOR:

Andrew Carpenter 502-554-3282
116 Don Allen Road
Police, MSD, Hubbards Lane Project, E-mail Access

CITY COMMISSIONERS:

Ian Cassidy 502-500-2311
Richlawn Handbook, Nextdoor.com, Tree Program, Gazette
Matthew Brotzge 502-592-2193
Code Enforcement, Roads, Sidewalks, Lights, Property Improvements
Dianne DeVore 502-593-1134
Trash, Recycling, Yard Waste, Landscaping, Snow Removal, Road Signs
Torrence Williams 502-386-9359
Richlawn Website, Gazette, Rental Registrations, Ordinance Posting

CITY CLERK/TREASURER

Daniel Sullivan 502-553-2858

CITY ATTORNEY

Steve Porter 502-297-9991