

**Richlawn City Commission
Minutes of the Regular Meeting
December 16, 2019**

The December 2019 meeting was called to order at 7:35 PM at the Old National Bank

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

A. Resident & Guest Forum:

- a. None in attendance

B. City Clerk/Treasurer Report:

- a. Daniel Sullivan reviewed the December 2019 financial statement.
- b. Sent out new statements to anyone with late statements
- c. We are collecting more insurance premium's than we budgeted for – good news!
- d. Bill not on the statement – Frank Otto \$1773.00 for tree removal and planting of new tree in center island – Daniel will mail
- e. Commissioner Brotzge motioned to approve the November bills and Commissioner Williams seconded; all voted in favor.
- f. Commissioner Brotzge motioned to approve the October minutes as-edited and Commissioner Williams seconded; all voted in favor.
- g. Monthly Bills:

Date	Name	Memo	Amount
12/1/2019	Google	Internet/E-mail	(\$108.00)
12/11/2019	Brown, Laura B	Tax Overpayment Refund	(\$351.04)
12/11/2019	Eckerle, Bryan	Tax Overpayment Refund	(\$463.14)
12/11/2019	Heekin, Daniel F	Tax Overpayment Refund	(\$312.11)
12/13/2019	Edelin, William B	Canopy Tree Program	(\$500.00)
12/13/2020	Smith, David F & Nancy	Canopy Tree Program	(\$500.00)
12/13/2019	Payroll	Mayor Q4	(\$676.12)
12/13/2019	Payroll	Clerk/Treasurer - Nov 2019	(\$360.60)
12/13/2019	Payroll	Commissioner DeVore Q4	(\$270.45)
12/13/2019	Payroll	Commissioner Cassidy Q4	(\$270.45)
12/13/2019	Payroll	Commissioner Brotzge Q4	(\$270.45)
12/13/2019	asdf	Commissioner Williams Q4	(\$270.45)
12/13/2019	Brightview	Nov 2019 Lawn Maint	(\$335.27)
12/13/2019	Louisville Code Enforcement & Mediation	Oct 2019 Code Enforcement	(\$220.00)
12/13/2019	Neighborhood Security & Asset Protection	November 2019 Security Service	(\$420.00)
12/13/2019	LG&E	Nov 2019 Service	(\$480.10)
12/13/2019	Louisville Water	Oct & Nov 2019 Service	(\$268.05)
12/13/2019	Rumpke	Nov 2019 Service	(\$3,283.50)
Total Disbursements			(\$9,359.73)

C. Code Enforcement Officer:

- a. George Stewart:
- b. No new issues
- c. 116 Gibson received a parking ticket from LMPD for parking in grass – resident would need to follow up with LMDP – Richlawn does not have any jurisdiction over tickets from LMPDE

D. City Attorney:

- a. Discussion regarding the Mayor and Mr. Porter meeting with Walmart officials in November and devised a plan for tree trimming with Walmart and an arborist (furnished by Richlawn) will oversee the trimming
- b. Discussed short term rental on Ledyard. Steve reported that the resident decided to do long term rental
- c. Discussed Telecom and waiting for Ellen to contact him about additional Telecom tax to be collected.

- E. Commissioner Cassidy:**
 - a. 2 of the 3 trimmings to clear debris from stop signs have been completed
 - b. Angie McDermott has agreed to continue as neighborhood association director as long as Commission continues to distribute the welcome baskets
- F. Commissioner Brotzke:**
 - a. Matt Brotzge had no construction projects to report.
 - b. Reported that restriping of speed bumps will be completed when the temperature is over 55 degrees and sunny
- G. Commissioner Devore:**
 - a. Dianne led discussion on Mayor Carpenter's spreadsheet comparing snow removal. Will decide soon and formally vote at January meeting.
 - b. Landscaping bids will be procured for evaluation for in January's commission meeting.
 - c. Ace Construction will complete the new pillars at front entrance,
 - i. \$2130 to begin process.
 - ii. David Hurlston will submit a W9 form and Certificate of Insurance to Commission.
 - iii. Demo to start on Thursday this week; weather depending.
- H. Commissioner Williams:**
 - a. Torrence: Gazette review – will finalize Tuesday and send to printer and to be distributed asap – add parking@cityofrichlawn.com to Gazette
 - b. Christmas decorating contest will be Saturday 21st – Commissioners are to email top 3 to Torrence
- I. Mayor Carpenter:**
 - a. Law enforcement grants and KY FY 2020 form update at Jan meeting
 - b. Discuss signage for neighborhood for the parking ordinance
Consensus was to use language stating, "No Parking Longer Than 3 Hours"
- J. New Business:**
 - a. None.
- K. Adjourn:**
Commissioner Brotzge motioned to adjourn at 8:43 PM and Commissioner Williams seconded; all voted in favor.

Respectfully submitted:

Dianne DeVore, 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