

**Richlawn City Commission  
Minutes of the Regular Meeting  
February 17, 2020**

The February 2020 meeting was called to order at 7:35 PM at the Old National Bank

Attendance: Mayor Andrew Carpenter; Commissioners Ian Cassidy, Matt Brotzge, Torrence Williams, and Dianne DeVore; Treasurer Daniel Sullivan; City Attorney Steve Porter; and CEO George Stewart; Resident: Rae Taylor

**A. Resident & Guest Forum:**

1. State Representative Bojanowski turned out not to be our representative and declined to attend our meeting.
2. Rae Taylor asked about tree cutting reimbursement and asking the commission to consider curbside leaf pickup which would be easier for his large oak tree leaf disposal.

**B. City Clerk/Treasurer Report:**

1. Tax Bills have been mailed and many residents have paid the taxes to get the discounts.
2. Discussed the tree program costs and benefits to the residents. Encourages residents to take care of trees.
3. City of Richlawn self insures for roads; Rae Taylor asked for clarification on city reserves and how it applies to road pavement.
4. Added reimbursement to Torrence Williams for printing costs and tree reimbursement to 122 Gibson.
5. Commissioner Cassidy motioned to approve the bills and Commissioner Williams seconded; all voted in favor.
6. Commissioner Williams motioned to approve January minutes and Mayor Carpenter seconded; all voted in favor.
7. Monthly Bills:

<b>Date</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1/2/2020	Google	Jan 2020	108.00
1/2/2020	Office Depot	Ink Cartridges / Envelopes other Supplies	127.19
1/6/2020	Old National	Stop Payment Fee	38.00
1/8/2020	US Postal Service	Postage Stamps / 1 Book	55.00
1/14/2020	Alford, Donna	Canopy Tree Reimbursement	500.00
1/15/2020	Division of Unemployment Insurance	Q4 2019 Unemployment Tax	3.60
1/15/2020	Louisville Metro Revenue Commission	4TH QTR 2019 PAYROLL WITHHOLDING PAYMENT	69.31
1/16/2020	BROWN LAURA B	Refund / Overpayment / Payment received from Escrow	351.04
1/16/2020	Staples	Office Supplies / Envelopes	21.18
1/16/2020	US Postal Service	Purchase Additional Stamps -100	55.00
1/16/2020	HOPKINS DAVID R	Canopy Tree Program Reimbursement	500.00
1/16/2020	United States Treasury	4th Quarter, 2019 Payroll Taxes	481.96
1/17/2020	Rumpke	December 2019 Service	3,283.50
1/17/2020	Kentucky League of Cities - KLC	2020 Annual Dues	400.00
1/17/2020	Louisville Code Enforcement & Mediation	December 2019 Activity	230.00
1/17/2020	Nanz & Kraft Florists	Holiday Decorations	1,130.00
1/17/2020	Neighborhood Security & Asset Protection	December 2019 patrols	420.00
1/17/2020	Stephen T. Porter	12/2019 Retainer	600.00
1/17/2020	Daniel M. Sullivan	Dec 2019	360.60
1/17/2020	LG&E	December 2019 Service	492.30
1/21/2020	SHEEHAN DENNIS I & PAMELA F	Holiday Decoration - 1st Place	100.00
1/21/2020	WOLZ RON	Holiday Decoration Contest - Runner Up	50.00
1/21/2020	AHERN KEVIN C & DUTSCHKE	Holiday Decoration Prize - Runner up	50.00
1/21/2020	ALISON E	Paper / Other supplies	33.90
1/23/2020	Office Depot	Mailing Supplies / Bills	28.61
1/23/2020	US Postal Service	Postage	55.00
			<b>9,544.19</b>

**C. Code Enforcement Officer:**

1. Monitored parking in January to see where violators presented consistent problem.
2. Commission discussed different addresses and attributed some violations to college student residents.
3. COE noted three cars on Heady. Alicia Nordmann has expressed parking issues to the Commission. See Mayor section for additional parking issues/enforcement.

**D. City Attorney:**

1. Steve Porter stated he had kept us updated via emails. Walmart communications did not allow for smooth project and Steve had some "run arounds" with various lawyers. Some residents may pursue action against Walmart. Rae Taylor received update on Walmart tree situation.
2. Steve Porter will reach out to Ellen Call; there is confusion on who would complete the process of choosing franchise fees over state funds and which party would do the leg work (i.e. Ellen Call or City Commission)?

**E. Commissioner Cassidy:**

1. He will extend the shielding and paint them black for all three lights at Shelbyville Road entrance.
2. He will coordinate the removal off RR tracks tree with tree service, Metro Government and CSX.
3. Mayor Carpenter's will see if any of his contracts can help find a real person on the CSX side with which we can coordinate the project.

**F. Commissioner Brotzge:**

1. Painting white markings on Richlawn Roads project will be completed when warmer temperatures arrive.
2. No construction projects to report.

**G. Commissioner DeVore:**

1. Greenscapes is now contracted for snow removal and landscaping. They can also do tree work; their bid was lower than Commissioner Cassidy's sought bid and Commission gave approval to use them for the tree project.
2. Snow removal automatic for 2 inches of snow or 1/8-in of ice.

**H. Commissioner Williams:**

1. Website is updated.
2. Spring Gazette to be published for April or early May.

**I. Mayor Carpenter:**

1. Still working on Law enforcement grants.
2. Led review of parking regulation which Mr. Porter will codify. Want to have a process to pursue violators, if necessary, to prevent clogging of city roads.
3. Estimated \$375 to update five signs to reflect parking updates.

**J. New Business:**

1. Discussed moving up meeting times to 6:30 pm. Tabled so final decision can be published in next Gazette.
2. Commissioner Cassidy will provide election information to commission and interested citizens.

**K. Adjourn:**

Commission Cassidy motioned to adjourn and Commissioner Williams seconded. All voted in favor at 8:45 PM.

Respectfully submitted:

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Ian Cassidy, Commissioner

**MAYOR:**

Andrew Carpenter            502-554-3282    [mayor@cityofrichlawn.com](mailto:mayor@cityofrichlawn.com)  
116 Don Allen Road  
Police, MSD, Hubbards Lane Project, E-mail Access, Parking Ordinance

**CITY COMMISSIONERS:**

Ian Cassidy                    502-500-2311    [iancassidy@cityofrichlawn.com](mailto:iancassidy@cityofrichlawn.com)  
Richlawn Handbook, Nextdoor.com, Tree Program, Gazette

Matthew Brotzge            502-592-2193    [mbrotzge@cityofrichlawn.com](mailto:mbrotzge@cityofrichlawn.com)  
Code Enforcement, Roads, Sidewalks, Lights, Property Improvements

Dianne DeVore              502-593-1134    [ddevore@cityofrichlawn.com](mailto:ddevore@cityofrichlawn.com)  
Trash, Recycling, Yard Waste, Landscaping, Snow Removal, Road Signs

Torrence Williams        502-386-9359    [twilliams@cityofrichlawn.com](mailto:twilliams@cityofrichlawn.com)  
Richlawn Website, Gazette, Rental Registrations, Ordinance Posting

**CITY CLERK/TREASURER**

Daniel Sullivan            502-553-2858    [treasurer@cityofrichlawn.com](mailto:treasurer@cityofrichlawn.com)

**CITY ATTORNEY**

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