

**Richlawn City Commission
Minutes of the Regular Meeting
April 19, 2020**

The April 2020 meeting was called to order at 7:33 PM via Google Meetings. Signs were posted at the bank to inform residents of the change in location due to the Covid 19 pandemic.

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.

A. City Attorney:

1. Mr. Porter reviewed the procedures for online video meetings using the agenda notes.
2. He updated the Commission on the Walmart tree issue to include several disputed statements concerning the event and exchange of information. He will continue to verify compliance with lighting issues. He sent letters to the residents of 118 Gibson (The Kaisers) and 120 Gibson (The LaFollettes) for their reaction.
3. Mr. Sullivan also added he had not received any information concerning the Telecom tax/franchise issue Ellen Call representing Spectrum.

B. Resident & Guest Forum:

1. None in attendance.

C. City Clerk/Treasurer Report:

1. Mr. Sullivan reviewed the March bills to include the addition of re-striping road markings.
2. He reviewed the budget to include Covid 19 may force the state to reduce MARF funds;
3. the tree beautification fund has been exceeded; therefore, the commission should wait until the June and or July meetings for payment of resident submissions.
4. He discussed a business on Shelbyville Road requested to delay payment of their property tax bill. Commissioner Brotzge made a motion and Commissioner Cassidy seconded and all voted in favor to give the businesses until July 1, 2020 to pay the bill at the non-discounted rate and without late payment fines. (Business asked to keep the discounted rate; discussion led to motion.) The Commission will follow up at the June meeting.
5. The residents of 224 N. Hubbards asked why their tax payment was not cashed and Mr. Sullivan will follow up. (Misters Cassidy and Sullivan verified the deposit was made on April 15 and they provided the residents a bank statement as proof.)
6. Separate motions were made by Commissioner Brotzge and seconded by Commissioner Cassidy for approval of the March bills and March minutes. All voted in favor the monthly Bills and the March minutes, respectively:

<<<PLEASE SEE END OF THIS DOCUMENT FOR APRIL CHECK DETAIL>>>

D. Code Enforcement Officer:

1. Mr. Stewart reviewed citations and most were for grass height.
2. Discussed car parked in the street at 205 Heady which was noted for exceeding city parking time limits. He noted we need to add the Ledyard empty lot at the corner of Ledyard and Hubbards needs to be added to Greenscapes' list. Marshall Reality reimburses the city for this expense.
3. The commission discussed the St Matthews Government work on the Northwest end of Ledyard. Commissioner DeVore will ask Greenscapes about seeding this area for additional lawn space.

E. Commissioner Cassidy:

1. Commissioner Cassidy celebrated the successful RR tracks tree removal project completion.
2. He reported the light shields for the Shelbyville Road entrance lights are complete.
3. He will deliver baskets to new residents when they respond to his contact attempts.

F. Commissioner Brotzge:

1. Commissioner Brotzge reported 210 Gibson installed a new concrete driveway. The Commission discussed permit is not required, but we will ask residents to limit dumpster placement on the street to be limited to 48 hours.
2. He reported road marking/striping is complete.

G. Commissioner DeVore:

1. Commissioner DeVore reported contacting Rumpke to have community trash bins picked up on Mondays with normal trash pickup.
2. She led the discussion on improving our entrances with funds not used for snow removal.
3. Commissioner Brotzge motioned to transfer funds from snow removal to Richlawn landscaping, Commissioner Cassidy seconded and all voted in favor.

H. Commissioner Williams:

1. Commissioner Williams reported that the spring issue of the Richlawn Gazette was distributed on April 11.

2. He led discussion on trees/bushes along the RR tracks; Commission agreed vegetation along the boundary hides trains and Target; the Commission will revisit the project as winter approaches.
3. Greenscapes offered a proposal to collect tree work from residents and the city to get a discount for a large work order.

I. Mayor Carpenter:

1. Mayor Carpenter provided an update on Metro Government's response to Covid 19.
2. He reported he is making progress obtaining funds from the State of Kentucky Law Enforcement Grant.
3. He is waiting on the delivery of new parking ordinance signs.
4. The Commission discussed rumors and factual reporting of the Hubbards Lane expansion; the Commission will continue to get updates to record findings at the May and June 2020 meeting.

J. New Business:

1. The Commission discussed a resident's request to have pet chickens; we concluded chickens are livestock and would violate ordinance on the topic.
2. Commissioner Cassidy will attempt to locate the missing sign at the corner of Blenheim and Heady.

K. Adjourn:

Commission Brotzge motioned to adjourn and Commissioner Cassidy seconded. All voted in favor at 8:40 PM.

Respectfully submitted:

Ian Cassidy, Commissioner

MAYOR:

Andrew Carpenter 502-554-3282 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
Richlawn Handbook, Nextdoor.com, Tree Program, Gazette

Matthew Brotzge 502-592-2193 mbrotzge@cityofrichlawn.com
Code Enforcement, Roads, Sidewalks, Lights, Property Improvements

Dianne DeVore 502-593-1134 ddevore@cityofrichlawn.com
Trash, Recycling, Yard Waste, Landscaping, Snow Removal, Road Signs

Torrence Williams 502-386-9359 twilliams@cityofrichlawn.com
Richlawn Website, Gazette, Rental Registrations, Ordinance Posting

CITY CLERK/TREASURER

Daniel Sullivan 502-553-2858 treasurer@cityofrichlawn.com

CITY ATTORNEY

Steve Porter 502-297-9991 stpinlou@aol.com

**City of Richlawn
Check Detail
April 2020**

Type	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	04/14/2020	Daniel M. Sullivan	Mer 2020	Old National Bank - Checking		-360.60
			Mer 2020	Clerk-Treasurer Salary	-400.00	400.00
			Mer 2020	Payroll Taxes & W/H Payable	39.40	-39.40
TOTAL					-360.60	360.60
Check	04/14/2020	Division of Unemployment Insurance	Q1 2020 Unemployment Tax Expense	Old National Bank - Checking		-28.80
			Q1 2020 Unemployment Tax Expense	Payroll Taxes	-28.80	28.80
TOTAL					-28.80	28.80
Bill Pmt -Check	04/14/2020	Greenscapes	Early Spring Pre-Emergent	Old National Bank - Checking		-225.00
Bill	03/31/2020		Early Spring Pre-Emergent	Landscaping	-225.00	225.00
TOTAL					-225.00	225.00
Bill Pmt -Check	04/14/2020	Greenscapes Tree Care Inc.	Tree Removal / RR Tracks at Hubbards Lane	Old National Bank - Checking		-2,200.00
Bill	03/24/2020		Tree Removal / RR Tracks at Hubbards Lane	Landscaping	-2,200.00	2,200.00
TOTAL					-2,200.00	2,200.00
Bill Pmt -Check	04/14/2020	Louisville Code Enforcement & Mediation	Code enforcement Activity - March 2020	Old National Bank - Checking		-220.00
Bill	03/17/2020		Code enforcement Activity - March 2020	Code Enforcement	-220.00	220.00
TOTAL					-220.00	220.00
Bill Pmt -Check	04/14/2020	Neighborhood Security & Asset Protection	March 2020 Security Patrols	Old National Bank - Checking		-480.00
Bill	03/31/2020		March 2020 Security Patrols	Security Service	-480.00	480.00
TOTAL					-480.00	480.00
Check	04/15/2020	Torrence Williams	Printing Expense Reimbursement - Gazette	Old National Bank - Checking		-173.84
			Printing Expense Reimbursement - Gazette	Printing and Reproduction	-173.84	173.84
TOTAL					-173.84	173.84
Check	04/15/2020	THOMA WILLIAM A & MARY C	Canopy Tree Reimbursement	Old National Bank - Checking		-500.00
			Canopy Tree Reimbursement	Canopy Tree Program	-500.00	500.00
TOTAL					-500.00	500.00
Check	04/21/2020	KENNEDY WILLIAM P	Canopy Tree Program Reimbursement	Old National Bank - Checking		-500.00
			Canopy Tree Program Reimbursement	Canopy Tree Program	-500.00	500.00
TOTAL					-500.00	500.00
Check	04/07/2020	Louisville Water Company	Feb / March Water Billing	Old National Bank - Checking		-45.45
			Feb / March Water Billing	Water	-45.45	45.45
TOTAL					-45.45	45.45
Check	04/07/2020	Avery Products Corporation	Office Supplies	Old National Bank - Checking		-35.51
			Office Supplies	Office Supplies	-35.51	35.51
TOTAL					-35.51	35.51
Check	04/02/2020	Google	April 2020 Email - G Suite	Old National Bank - Checking		-108.00
			April 2020 Email - G Suite	Internet / Email	-108.00	108.00

**City of Richlawn
Check Detail
April 2020**

	Type	Date	Name	Memo	Account	Paid Amount	Original Amount
TOTAL						-108.00	108.00
	Check	04/07/2020	Strong Electric	Repairs - Front Entrance Lighting	Old National Bank - Checking		-140.00
				Repairs - Front Entrance Lighting	Repairs/Maintenance	-140.00	140.00
TOTAL						-140.00	140.00
	Check	04/14/2020	Louisville Metro Revenue Commission	1st Quarter 2020 PAYROLL WITHHOLDING PA	Old National Bank - Checking		-69.31
				1st Quarter 2020 PAYROLL WITHHOLDING PA	Payroll Taxes & WH Payable	-69.31	69.31
TOTAL						-69.31	69.31
	Bill Pmt -Check	04/21/2020	LG&E	March 2020 Service	Old National Bank - Checking		-498.31
	Bill	03/31/2020		March 2020 Service	Gas and Electric	-498.31	498.31
TOTAL						-498.31	498.31
	Check	04/23/2020	Rumpke	March 2020 Service	Old National Bank - Checking		-3,283.50
				March 2020 Service	Sanitation	-3,283.50	3,283.50
TOTAL						-3,283.50	3,283.50
	Check	04/14/2020	United States Treasury	1st Quarter, 2020 Payroll Taxes	Old National Bank - Checking		-240.98
				1st Quarter, 2020 Payroll Taxes	Payroll Taxes	-240.98	240.98
				1st Quarter, 2020 Payroll Taxes	Payroll Taxes & WH Payable	-240.98	240.98
TOTAL						-481.96	481.96