

**Richlawn City Commission  
Minutes of the Regular Meeting  
May 18, 2020**

The May 2020 meeting was called to order at 7:30 PM via Google Meetings. Signs were posted at the bank to inform residents of the change in location due to the Covid 19 pandemic.

Video attendance: Mayor Andrew Carpenter; Commissioners Torrence Williams, and Dianne DeVore; Treasurer Daniel Sullivan; City Attorney Steve Porter. Commissioner Cassidy was travelling and called-in via phone. Resident Rae Taylor was also in video attendance. Commissioner Brotzge and Code Enforcement Officer were not in attendance.

**A. Resident & Guest Forum:**

1. Rae Taylor - requesting info about tree reimbursement. Later confirmed with Commissioner Cassidy that the delay is due to fund exhaustion and will carryover until next FY.

**B. City Attorney:**

1. Mr. Porter reviewed the procedures for online video meetings using the agenda notes.
2. No updated from Walmart.
3. Election 2020 reminder – at least signatures are required and the election center is closed. Petitions must be mailed and/or delivered to the drop box.
4. First reading of the 2020/2021 budget occurred; announced by Commissioner Williams.

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

1. Mr. Sullivan reviewed the April bills. A/P & A/R tracking in line with expectations.
2. He and the mayor will be reviewing CD's – these expire 5/26
3. He will follow-up with Ellen Call on telecom tax
4. George Stewart updated rate is actually \$210 this past month and this will be updated in actual financials paid.
5. Commissioner DeVore motioned to pay the bills and Commissioner Williams seconded. All voted in favor.
6. Commissioner DeVore motioned to approved the April minutes and Commissioner Williams seconded. All voted in favor.

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

**D. Code Enforcement Officer:**

1. Absent. List of the month's citations were provided to the mayor.

**E. Commissioner Cassidy:**

1. Commissioner Cassidy reported the light shields for the Shelbyville Road entrance lights have been modified and are now complete.
2. He delivered baskets to two new residents.
3. Followed up on Mr. Taylor tree reimbursement question.

**F. Commissioner Brotzge:**

1. Absent.

**G. Commissioner DeVore:**

1. Commissioner DeVore reported that the landscaping project has been completed at the front & at Ledyard.
2. There have been some questions about restriping. Not seeming to be lasting/take very well. The commission agreed to watch over the next month or so.
3. Our Rumpke contract ends in August 2020. She will be following up with Rumpke to get an estimate for renewal to compare against other pricing received from Anytime Waste Services. We hope to have to bids to compare in the June meeting.
4. There is a resident in the 100 block on Gibson asking about a neighboring tree across the street. Commissioner Cassidy & George discussed. George is in process of following up with Forestry Service to see if they would evaluate our canopy trees. If not, we can reevaluate in June meeting for best way to address. Mr. Porter also mentioned that Louisville Metro also has a forester and may be able to help.

**H. Commissioner Williams:**

1. Commissioner Williams reported that the website is up to date with the available information.
2. He led discussion on seeing if we can get a food truck to visit the city. Likely to either set up at Ledyard field or at the Heady Entrance.

**I. Mayor Carpenter:**

1. Mayor Carpenter provided an update on Metro Government's response to Covid 19.
2. First funds have been approved by the state for law enforcement reimbursement. Should be paid in Q4 check run.

3. Mr. Carpenter reported that Louisville Metro says the Hubbards Lane project is still scheduled to occur, but has been delayed.
4. No update on new parking signs.

**J. New Business:**

1. Canopy Tree Maintenance – Looking into a city-wide program to encourage resident maintenance of canopy trees and proactive management. Continue research until the beginning of FY 20201 and more input can be received from the Forestry Dept.

**K. Adjourn:**

Commission DeVore motioned to adjourn and Commissioner Williams seconded. All voted in favor at 8:57 PM.

Respectfully submitted:

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Andrew Carpenter, Mayor

**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**

Steve Porter                502-297-9991    [stpinlou@aol.com](mailto:stpinlou@aol.com)

**City of Richlawn  
Check Detail  
May 2020**

Type	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	05/15/2020	Daniel M. Sullivan	APRIL 2020	Old National Bank - Checking		-360.60
			APR 2020	Clerk-Treasurer Salary	-400.00	400.00
			APR 2020	Payroll Taxes & W/H Payable	39.40	-39.40
TOTAL					-360.60	360.60
Bill Pmt -Check	05/24/2020	Greenscapes		Old National Bank - Checking		-6,256.85
Bill	04/30/2020		4 Mowings	Landscaping	-760.00	760.00
			Spring Fertilization	Landscaping	-225.00	225.00
Bill	05/04/2020		Landscaping / planting / removal of existing land	Landscaping	-4,950.00	4,950.00
Bill	05/05/2020		Irrigation Startup / Inspection / Repairs	Landscaping	-321.85	321.85
TOTAL					-6,256.85	6,256.85
Bill Pmt -Check	05/24/2020	Louisville Code Enforcement & Mediation	APRIL 2020	Old National Bank - Checking		-220.00
Bill	04/30/2020		APRIL 2020	Code Enforcement	-220.00	220.00
TOTAL					-220.00	220.00
Bill Pmt -Check	05/24/2020	Neighborhood Security & Asset Protection	April 2020 Patrols	Old National Bank - Checking		-480.00
Bill	04/30/2020		April 2020 Patrols	Security Service	-480.00	480.00
TOTAL					-480.00	480.00
Bill Pmt -Check	05/15/2020	LG&E	April 2020 Service	Old National Bank - Checking		-496.52
Bill	04/30/2020		April 2020 service	Gas and Electric	-496.52	496.52
TOTAL					-496.52	496.52
Check	05/24/2020	Rumpke	APRIL 2020 Service	Old National Bank - Checking		-3,283.50
			APRIL 2020	Sanitation	-3,283.50	3,283.50
TOTAL					-3,283.50	3,283.50