

**CITY OF DRUID HILLS
COMMISSIONER MEETING MINUTES
For
MONDAY, FEBRUARY 13, 2017**

A. The monthly meeting of City Commissioners was called to order by Mayor Ben Franklin at 7:02 PM in the Family Life Center of Broadway Baptist Church, 4000 Brownsboro Road.

B. Present: All Commissioners were present.

Guests: City Ethics Officer Cary Thale, 4002 Druid Hills Rd.

B. Minutes for the meeting held January 9, 2017 were reviewed.

The following corrections were requested:

1. Correct date on cover page to January 9, 2017.
2. Correct New Business, Item No. 1 to read “requests **were** approved”.

Motion to accept the Commission meeting minutes as corrected.

Motion made by: Arnold

Seconded: Westfall

D. Treasurer’s Report:

See attached spreadsheets for detailed account balances.

1. Monthly financial reports:

The City has a total of \$ 234,557.99 in available funds---

\$ 227,256.76 in the General Fund and \$ 7,301.23 in the Road Fund.

Mr. Kirchgessner advised that the City will no longer receive Coal & Mineral Severance tax receipts from the state. Under a new law, if the amount due per year is less than \$25.00, then it goes to the county. Druid Hills budgeted \$ 18.53 for this revenue item in FY 2016/2017.

2. Status of 2016 property tax bills.

Mr. Kirchgessner advised that 175 of 179 bills have been paid. This represents 98% of all bills paid to-date. He will continue to pursue payment of the remaining four out-standing bills.

3. Report on FY 2015/2016 Annual audit.

Mr. Kirchgessner reviewed the audit report with Mayor Franklin and the Commissioners. The auditor found no deficiencies with the Druid Hills financial records for the period covered by this audit.

4. FY 2017/2018 budget preparation.

Mr. Kirchgessner asked that the Commissioners begin gathering data for next year's budget. He noted that the 2017 property tax rate cannot be determined until the Jefferson County PVA assessment data is released in May. Are there any major projects that the Commissioners would like to get funded next budget cycle? Sidewalks on Brownsboro Road? Miller Pipeline may be doing some gas pipeline work in the City--- should be include money to re-pave/patch City streets? Will Municipal Aid from the state remain the same? Mayor Franklin asked that \$ 1,000.00 be allocated for additional police patrols in the City.

Motion to accept the Treasurer's Report as given:

Motion made by: Barbour

Seconded: Arnold

E. City Attorney Report:

City Attorney Jobson requested a list of resident addresses. He will use these if the City decides to pursue speed hump installation.

F. OLD BUISNESS:

1. Status of blighted property (Miller, 4000 Elfin Ave.). Trash & boat removed from rear yard?

City Ethics Officer Cary Thale advised that there does appear to be some progress in the clean-up of this property.

2. Up-dated Welcome packets for new residents.

City Clerk Westfall provided these packets to Mayor Franklin for him to give to new residents.

3. New Commissioner to fill vacant position.

Mayor Franklin administered that Oath of Office to Mr. Alex Gipe, 3939 Elfin Ave. Mr. Gipe will fill the position vacated by Catherine Davidson's death. The Commissioners and City staff welcomed Mr. Gipe to the Board.

4. City street Tree pruning project.

City Clerk Westfall advised that this project is scheduled for March. She has contacted residents @ 4025 Druid Hills and 501 Chenoweth Lane for permission to prune shrubs that block driver's line of vision at intersections.

5. City Ethics Officer appointment.

Mayor Franklin introduced Ms. Cary Thale, 4002 Druid Hills Rd. whom he has appointed to serve as the City Ethics Officer. The Commissioners welcomed Ms. Thale to the Board.

H. NEW BUSINESS:

1. Tree removal approvals.

There following request was approved this month:

1. Broadway Baptist Church--- 4022 Brownsboro Rd.
2. Frank Barlow--- 3908 Olympic Ave.
3. Margaret Cregor Radford--- 4015 Elfin Ave.

2. Request for Plan approvals:

Mayor Franklin received the following request this month:

1. Bruce Barbour--- 3908 Brownsboro Rd. Extension to deck

3. Community events:

Mayor Franklin advised that the Jefferson County League of Cities meeting will be held at the Middletown City Hall on Thursday, 2/16/17 at 7:00 PM. MSD will speak.

4. Ethics statements and Financial Disclosure forms.

City Clerk Westfall distributed these forms to Mayor Franklin, the Commissioners and City staff members. They completed them and returned them to the Clerk.

- I. Next Meeting:** Monday, March 13, 2017 at Broadway Baptist Church, 4000 Brownsboro Road.

Meeting adjourned at 8:15 PM.