

**CITY OF DRUID HILLS  
COMMISSIONER MEETING MINUTES  
For  
MONDAY FEBRUARY 11, 2019**

**A.** The monthly meeting of City Commissioners was called to order by Mayor Bruce Barbour at 7:05 PM at Family Life Center of Broadway Baptist Church, 4000 Brownsboro Road.

**B. Present:** All Less Commissioner Gipe and Arnold were present.

**Guests:** Rick Tonini, Mayor of City of St. Matthews

**C.** Minutes for the meeting held January 14, 2019 were reviewed. No corrections were requested.

Motion to accept the Commission meeting minutes as corrected.

Motion made by: Westfall                      Seconded: Thale

**D. Treasurer's Report:**

See attached spreadsheets for detailed account balances.

1. Monthly financial reports:

The City has a total of \$262,393.06 in available funds---  
\$252,400.46 in the General Fund and \$9,992.60 in the Road Fund.  
See expenditure details in the attached report.

2. 2018 property tax bills report.

Mr. Strelbel confirmed that 176 out of 180 total 2018 tax bills have been paid to-date. A second notice has been sent to the residents with outstanding tax bills.

3. First FY 2017/2018 audit report and recommendations.

Mr. Venemann, the City Auditor, recommended the following action items for the Commissioners:

A. Pass City ordinance for detailing salary for each City employee

B. Approve the City Budget (Ordinance 1-201\_) in May of each year, not June. Publish notice of new budget on website and in local paper as a legal notice.

C. Transfer \$2,500.00 from the Road Fund to the General Fund. Commissioner Westfall made a motion to approve the transfer; Commissioner Thale seconded the motion. Transfer was approved.

4. Annual vs. Bi-annual audit.

Mr. Strebel confirmed that Kentucky statute requires an audit be done in odd years, so if the Commissioners decide to do audits per statute, they would cover two years. The cost would only be slightly less than what we would currently pay for an audit per year. The Commissioners agree to keep doing an annual audit.

5. Investment strategies.

Mr. Strebel advised that the FDIC provides insurance for up to \$250,000 per bank account. The City's account is close to this maximum. He recommended that \$100,000 be transferred to an interest-bearing account or certificate of deposits with staggered maturity dates. He will have some options for the Commissioners to consider at the next meeting.

6. 2019/2020 City budget.

Mr. Strebel asked that the Commissioners be prepared to recommend line items for next year's budget at the March meeting.

Motion to accept the Treasurer's Report as given:

Motion made by: Thale

Seconded: Westfall

**E. City Attorney Report:**

City Attorney Jobson had no report.

**F. OLD BUSINESS:**

**1. Complaint about property maintenance at 400 Elfin Ave. (Miller)**

Mayor Barbour advised that all pertinent items on this property have been taken care of for now. He will continue to check on him.

**2. Any files located at Ben Franklin's home?**

We have not received any files from Ben's family as they have cleaned out his house.

**3. Select third person as City bank signatory.**

After discussion, the Commissioners decided that Commissioner Arnold should be the third signatory since he is the Mayor pro temp in Mayor Barbour's absence. Mayor Barbour, City Treasurer Strebel and Mr. Arnold will meet with the bank to get this done.

**4. New information being posted on City website?**

Commissioner Arnold was not at this meeting so Mr. Strebel will post the February information on the website.

**5. Institute a "Good Neighbor" program to check on residents?**

The Commissioners discussed how to implement an effort to check on residents --- perhaps use the group email?

**G. NEW BUSINESS:**

**1. Tree removal approvals.**

None for this meeting

**2. Request for Plan approvals:**

None for this meeting.

**3. Community events.**

None for this meeting.

**4. Proposal from Precision Concrete Cutting Co.**

City Clerk Westfall advised that she had received a proposal from Precision Concrete to do additional grinding on the City sidewalks along Chenoweth Lane. They had already leveled the worst areas last year. The Commissioners and Mayor Barbour decided that no additional work was needed at this time.

**5. Mayor Barbour and Commissioner Thale required to be on 2019 election ballot.**

The Jefferson County Election Board notified City Clerk Westfall that Mayor Barbour and Commissioner Thale will need to be on the 2019 election ballot. They will need to be on the ballot since they were appointed to their positions after the 2018 election and former Mayor Ben Franklin's death.

**6. Public records request from American Transparency and Anytime Waste Systems.**

City Clerk Westfall has received records request from these two companies. How should she respond? City Attorney Jobson advised to send written reply letter detailing a research fee and copy fee for the information requested. Should either company comply, then send them the information requested.

**7. Signatures from Mayor, Commissioners and City staff required on the following:**

A. Code of Ethics Pledge

B. Annual statement of Financial Interest

C. Proof of Receipt of "Your Duty under the Law" and "Managing Public Records"

**8. Complaints from residents.**

Mayor Barbour said that he would look into complaints about old sewer pipe left in the front yard @ 4000 Druid Hills Rd. (Hooker), and cars parked in the yard @ 405 Chenoweth Ln.

**H. Next Meeting:** Monday, March 11, 2019 at Broadway Baptist Church,  
4000 Brownsboro Road.

**I. Meeting adjourned at 8:15 PM.**