

**CITY OF DRUID HILLS
COMMISSIONER MEETING MINUTES
For
MONDAY JANUARY 14, 2019**

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

B. Present: All were present.

Guests: None

C. Minutes for the meeting held December 10, 2018 were reviewed. The following corrections were requested:

Page 2, item E. City Attorney report --- add “year” to end of sentence.

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 \$264,430.30 in available funds---
\$254,975.60 in the General Fund and \$9,454.70 in the Road Fund.
See expenditure details in the attached report.

2. 2018 property tax bills report.

Mr. Strebel confirmed that 172 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 draft.

Mr. Strebel distributed City paychecks. He will hold deceased Mayor Franklin’s check until an executor is appointed for his estate.

Mr. Strebel distributed copies of the draft audit. The auditor recommended that the City transfer \$2500.00 from the Road Fund to the General Fund to reimburse the General Fund for monies spent in 2016. The auditor had no other action items for this audit.

Mayor Barbour and the Commissioners asked if the City must have a yearly audit --- could we go back to having an audit every other year? Mr. Strebel advised that audits are only required every two years. In non-audit years he can provide the required internal documentation to the state.

The Commissioners also asked what the cost would be for a bi-annual audit vs. the annual audit. Mr. Strebel will get a quotation from Mr. Venemann for both audits.

4. Transfer funds from checking account to another account or CD.
Mr. Mr. Strebel asked the Commissioners to consider transferring some funds from the City checking account to another account. The balance in the checking account is near the amount protected by the FDIC. Transferring some money out of the checking account will mitigate the risk. The Commissioners agreed and asked Mr. Strebel to investigate and present some alternatives for them to consider.
5. Another signatory needed for checking account.
Mr. Strebel advised that another City official needs to become a signatory for the City's bank accounts. As of now, he and Mayor Barbour are the only authorized signatories. He has sent a document to City Attorney Jobson for his review before taking it to the bank.

Motion to accept the Treasurer's Report as given:

Motion made by: Westfall

Seconded: Gipe

E. City Attorney Report:

City Attorney Jobson advised that he is collecting other small cities responses/motion filings to the Metro Louisville sanitation lawsuit.

F. OLD BUSINESS:

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

Mr. Miller has had the storm-damaged tree removed. Not sure about the stump. Commissioner Gipe will check on the stump removal. The hedges have been recently trimmed.

Mayor Barbour will check on him--- we are concerned about his lack of a working furnace during the winter. Q--- Does he have any family?

2. Annual Christmas luncheon.

The annual luncheon was changed to dinner at Mesh. All Commissioners and City staff attended. Mayor Franklin was remembered and honored.

3. Memorial services for Ben Franklin.

City Clerk Westfall reminded everyone that the service is scheduled for Saturday, 1/26/19 from 2-5 PM at Pearson's Funeral Home, 149 Breckenridge Lane.

The Commissioners voted to send a donation to each of the following charities listed in Mr. Franklin's obituary:

- A. The University of Louisville School of Music--- \$500.00
- B. The Chamber Music Society--- \$500.00
- C. Botanica--- \$500.00

Discussion followed re: any City of Druid Hills files that may still be at Ben's house. Commissioner Thale volunteered to contact the family to take any documents they may find.

G. NEW BUSINESS:

1. Tree removal approvals.

None for this meeting

2. Request for Plan approvals:

No plans have been submitted for approval.

3. Community events.

City Clerk Westfall advised that there will be a Neighborhood Institute program for newly elected officials at the Metro Center for Neighborhoods.

There will also be a JCLC meeting Thursday, 1/17/19 @ 7 PM in the Middletown City Hall. The subjects will be City Planning and Budget Development.

4. Appoint new City Ethics Officer.

Mayor Barbour appointed Derek Szesny, 3932 Druid Hills Road, as the new City Ethics officer.

5. Assign Commissioner Areas of Responsibility.

Mayor Barbour assigned the following areas of responsibility:

Barbour--- Tree Removal permits and Building Permits

Gipe--- Sanitation

Arnold--- Website

Westfall--- LG&E and snow removal

Thale--- Welcoming new residents

We need to make sure that these assignments, the 2019 sanitation pick-up schedule, and recognition of Mayor Franklin is posted to the website.

6. Rehab.Help.org request to put content links on City website.

The Commissioners decided not to let any outside group post to the City website.

7. Appointment of May Pro Temp.

Mayor Barbour appointed Commissioner Ben Arnold to serve as Mayor Pro Temp when he is absent or unable to attend a meeting.

8. Does City need a physical address?

With the passing of Mayor Franklin, the Commissioners became aware that he received some of the City mail at his home address. Does the City need to have and post a physical address for mail? Something other than the P.O. Box?

City Clerk Westfall volunteered to use her home address for mail purposes for anything that can't be delivered to the post office.

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

I. Meeting adjourned at 8:20 PM.