



Commissioner Meeting
August 14, 2023
Minutes

Broadway Baptist Church
Family Life Center
4000 Brownsboro Road

Mayor

Caroline Westfall

Commissioners

David Westfall

Charles Jobson

Tammy Lloyd

Jackie Gibbs

Others

Mark Strebel
Clerk & Treasurer

Finn Cato
Legal Counsel

Kelly Watts
Ethics Officer

Visitor

None

Address

Purpose

The regular monthly meeting was called to order at 7:03 PM.

Minutes

Minutes for the meeting held July 10, 2023, were reviewed.

A motion was made to approve by Commissioner Westfall and seconded by Commissioner Lloyd. The motion carried unanimously by all present to approve the minutes with **no** adjustments.

Treasurer’s Report

Treasurer Strebel emailed the monthly financial report and presented the full report at the meeting. A summary of the report is made available on the City’s website.

Mr. Strebel provided information on an unauthorized use of the City’s bank card. The transaction was caught before it hit the account and the bank issued a new card.

Mayor Westfall executed the engagement letter for the 2022-2023 audit. Mayor Westfall also executed the Delegation of Duties statement for the Treasurer authorizing, among other things, the Treasurer to issue payments up to \$1,000 without a second signature and the monthly payment to Rumpke for sanitation services.

Mr. Strebel also presented an offer the bank made for a 4.75% money market account that would lock the rate until March 2024. **A motion was made by Commissioner Westfall and seconded by Commissioner Lloyd to open a money market account and move \$100,000 from the General fund. The motion carried by all present with Commissioner Gibbs abstaining.**

A motion was made by Commissioner Gibbs and seconded by Commissioner Lloyd. The motion carried unanimously by all present to approve the Treasurer's Report.

Legal Counsel Report

Attorney Cato provided the following updates:

1. Registration for fall Election – Because Commissioner Lloyd and Commissioner Gibbs were both appointed, they are required to run at the next election which is November 2023. Unfortunately, the deadline to register has passed. **If the Commissioners choose to run for election, they will need to register as write-in candidates with the Jefferson County Board of Elections.**
2. Short-Term Rentals – Mr. Cato provided additional information to supplement the July discussion on this issue. Short-term rentals are considered rentals of less than 30 days and must be registered with Metro Planning and Design. **Druid Hills residents should follow Metro guidance.**

Old Business

1. Sign Refurbishment
A temporary stop sign has been installed at Druid Hills & Chipewa. The contractor is waiting on a replacement sign before completed the work on the remaining City street signs.
2. Street Light Replacement
The Mayor was able to make contact with Ms. Cathy Cash from LG&E. New lights were installed on Olympic Ave. In addition, LG&E provided a proposal for approximately \$260 per light (approximately \$7,300 for the remaining lights) to install LED lights in the City.
A motion was made by Commissioner Westfall and seconded by Commissioner Lloyd for the City to spend up to \$8,000 to replace the existing City streetlights with LED lights. The motion carried unanimously by all present.
3. City Emails
Mr. Strebel inquired about the use of City emails (DruidHillsKY.org). Some on the Commission are still having trouble. Commissioner Gibbs provided additional guidance.
4. Unsupervised Children
A resident raised the issue about unsupervised children on the City streets. While no action was taken, safety is of the utmost importance and parents should monitor children's activities.

5. Yard Sale with Brownsboro Village
Mayor Westfall confirmed that the yard sale will be September 9, 2023. An email to the residents will be sent when we are closer to the date and signs will be placed at City entrances.

New Business

1. Tree Removal Approvals
3907 Olympic Ave
3908 Olympic Ave
Both permits were approved by the City Arborist on August 8, 2023.
2. Plan Approvals
3930 Elfin Avenue – presented to Mayor Westfall. This will be reported on at the September meeting.
3. Community Events
Citywide yard sale in October.
4. Pruning Trees & around AT&T phone boxes
Pruning was approved at the July meeting. SavATree has been busy with storm damage in other parts of Metro, and this has not yet been scheduled for Druid Hills.
5. Other New Business
Commissioner Gibbs inquired about increasing the Tree Rebate program amount from \$50 to \$100. Discussion included a reminder that the City will cover 100% of the cost for a new tree if it is proved by the City, selected from the approved tree list, and planted in the right of way. Question to increase will be discussed at a future meeting.

Adjournment

The meeting adjourned at 8:17 PM.

Next Meeting

Monday September 11, 2023
Broadway Baptist Church
4000 Brownsboro Road

Caroline Westfall, Mayor

Mark Strebel, Clerk