



**Commissioner Meeting  
March 11, 2024  
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

James Scott  
Ethics Administrator

**Visitor**

None

**Address**

**Purpose**

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

**Minutes**

Minutes for the meeting held February 12, 2024, 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. The Mayor presented the report.

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

**Legal Counsel Report**

No Report.

Jefferson County League of Cities meeting is March 21, 2024.

## Old Business

1. Streetlights  
All lights are installed. The City is adding two shields at the request of residents.  
The City also increased the order with LG&E to add two lights on Brownsboro Road. These are on order.
2. City Document Storage  
The Commission discussed retention requirement. Also discussed possibilities of having documents scanned and stored electronically.
3. Drainage on Olympic  
Nothing new to report from MSD. City contact is Joe Exley.
4. Other Old Business  
Stop bars will be painted on the newly paved areas of Olympic and Elfin as weather permits.

## New Business

1. New Ethics Officer  
Mayor Westfall read Municipal Order Number 1, Series 2024 for the appointment of Mr. James Scott as Ethics Administrator. **A motion to accept the order and appoint Mr. Scott was made by Commissioner Gibbs and seconded by Commissioner Lloyd. The motion carried unanimously by all present.**  
  
Mr. Cato administered the oath of office to Mr. Scott.
2. Tree Removal Approvals  
None
3. Plan Approvals  
None
4. LG&E pole / transformer replacement  
Work has started on Brownsboro. It is anticipated that LG&E will be moving throughout the City replacing poles.
5. PVA Reassessment  
The PVA is holding several meetings related to the reassessment.  
JCLC is also having a meeting on March 20, 2024, at 7 PM at the City of Lyndon City Hall.
6. Community Events  
None

7. City Email Renewals  
Discussed the renewal of the City emails for another year.
8. Other New Business  
Clerk will check on filing deadlines for Commissioner elections.

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**Adjournment**

The meeting adjourned at 8:03 PM.

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**Next Meeting**

Monday April 8, 2024  
Broadway Baptist Church  
4000 Brownsboro Road