

Minutes for the City of Worthington Hills
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Date: April 21, 2020

Present: Robert Stonum Dennis Metcalf Harold Hall Dan Small
Steve Schwager Bev Lush

Commissioners Beville and Campbell were present via audio connection from their homes.

The meeting was called to order at 7:00 pm by Mayor Stonum. The Pledge of Allegiance to the Flag of the United States was recited, followed by a moment of silent prayer.

Citizens Participation: *There were no citizens, nor a representative from Derby City Protection; probably due to the Coronavirus constraints.*

Minutes: *The February 2020 minutes were brought up for approval. Motion was made by Commissioner Metcalf and seconded by Commissioner Hall to approve the minutes. Vote was unanimous.*

Minutes: *The March 2020 minutes were brought up for approval. Motion was made by Commissioner Metcalf and seconded by Commissioner Hall to approve the minutes. Vote was unanimous.*

Financial Report: *The February Financials had been distributed to the Commission for review and posted on COWH website prior to the City Meeting. Approval motion was made by Commissioner Hall and seconded by Commissioner Metcalf. Vote was unanimous.*

Financial Report: *The March Financials had been distributed to the Commission for review and posted on COWH website prior to the City Meeting. Approval motion was made by Commissioner Metcalf and seconded by Commissioner Hall. Vote was unanimous.*

Expense Review: *The cover sheet of February invoices along with invoice copies were passed around for Commissioners Metcalf and Hall to review and initial. Both Commissioners and the Mayor reviewed and initialed the review sheet. Commissioners Beville and Campbell had stopped by City Clerk Bev Lush's home earlier to initial the cover sheet to show their approval. No approval motion was needed since Commissioners had already initialed and approved.*

Expense Review: *The cover sheet of March invoices along with invoice copies were passed around for Commissioners Metcalf and Hall to review and initial. Both Commissioners and the Mayor reviewed and initialed the review sheet. Commissioners Beville and Campbell had stopped by City Clerk Bev Lush's home earlier to initial the cover sheet to show their approval. No approval motion was needed since Commissioners had already initialed and approved.*

Old Business:

- *Payment from Road Funds to General Funds \$46,178.95. Commissioner Campbell asked for explanation of this payment. Fall of 2015 – a majority of the Road Funds monies had previously been deposited into CD's. Instead of closing CD's to pay for the Bay Run asphalt project, General Fund monies were used. Each month when the Road Funds are received by COWH, the monies are deposited into the Road Fund Account. As of now, the last payment from Road Funds to General Fund is ready to be made. Commissioner Hall made the motion to approve this final payment from Road Funds to the General Fund. Commissioner Metcalf seconded the motion. Voting was unanimous.*

- Mayor Stonum asked for item updates:
 - o Commissioner Beville updated on lights. Finished installing requested lights. New light on Queen Annes Court was scheduled to be turned on April 21.
 - o 2020-2021 Budget – Mayor Stonum asked the Commissioners to look over the budget and be ready to discuss at our May city meeting. PVA ready to send annual information to COWH on Friday April 24. Will have approximate property tax total due.
 - o Fall Community Celebration – we will wait to make final decision in the future.
 - o Commissioner Beville still has the Easter baskets at her home.

Presentation by City Attorney:

- Attorney Schwager mentioned the Business License Fee Ordinance suggested by Mayor Stonum. Mayor Stonum attended a class on this and found that hiring a company to find residents working from home as employees of corporations is a good place to start. Commissioner Beville had emailed Attorney Schwager with a few concerns:
 - o Who receives the applications? CITY CLERK
 - o Who checks the business's reputation? CITY ATTORNEY
 - o Who is required to have business license?
 - o Annual Business License Fee? \$200?

Much discussion took place on this issue – both in favor of and against.
- Rental/Vacant Registrations:
 - o Attorney Schwager will create the legal letter to be sent out to non-compliant property owners.. It will include the non-compliance "fine period" to be March 16, 2020 to April 15, 2020.
 - o Attorney Schwager suggested that the rental form needs to be amended to include the question "Single Family?" Much discussion took place over enforcement of "Single Family."
 - o Attorney Schwager needs lists provided by COWH of Vacant and Rental properties.

New Business:

- Signage Project – Commission Campbell had an issue with court parking so all "No Outlet" signs will now include a "No Street Parking Anytime" sign. The cost for these 29 new signs will be \$2935.50. \$1600 of this cost will be for installation. Approval motion was made by Commissioner Hall and seconded by Commissioner Metcalf. Voting was unanimous.
- Commissioner Campbell noted that the American Flag is faded and needs to be replaced. Motion to retire flag and purchase a new one was made by Commissioner Hall and seconded by Commissioner Metcalf. Voting was unanimous.
- Mayor Stonum agreed to raise the flag back to full staff after observing remembrance of the people who have died from the Coronavirus as suggested by Governor Beshear.
- Commissioner Hall discussed his list of suggested landscape improvements. Total cost \$12,472.50. With the amount of work to be done, part of the total cost would come out of 2019-2020 Budget and the balance from the 2020-2021 Budget. Attached is a list of the suggested improvements. Commissioner Hall said the firewood will be cut up and will be given away to anyone who wants it. New lights at the Westport Road entrance sign plus work on the irrigation system. Motion to move forward on the suggested property maintenance list was made by Mayor Stonum and seconded by Commissioner Metcalf. Voting was unanimous.
- COWH is receiving tax information requests via email. Mayor Stonum explained why we charge a service fee (to protect property owners from Title Theft) and require a CORRC Form (Commercial Open Records Request Contract) to be completed and notarized by the requestor if they are not a local Title Company. We are currently charging a \$1.00 fee, but discussed increasing it to \$3.00 per parcel of land. Mayor Stonum made a motion to increase the fee to \$3.00 and to be sure the form is notarized. This motion was seconded by Commissioner Hall. Voting was unanimous. Attorney Schwager will prepare the Municipal Order to change this fee.
- It's time to be planning on how we will mail out the annual COWH tax bills. Mayor Stonum suggested that we again use Louisville Mail as we have used them the past few years and they provided great service and no problems. Approval motion was made by Commissioner Hall and seconded by Commissioner Metcalf. Voting was unanimous.

- Commissioner Beville told us about more needed streetlights in our city. Both Heathsville Court and Luray Court need another light. She met with LG&E on 4-21-20 to check out options. Found new locations on both courts. Estimated costs for the 2 new lights will be \$300.00 plus installation cost. LG&E will contact property owners for access approval. Mayor Stonum made a motion to approve the new light installations if the total cost is under \$1,000.00 and Commissioner Hall seconded. Voting was unanimous.
- Mayor Stonum will send out more information on Disaster Preparedness.

Commissioner Reports:

Safety: Commissioner Metcalf

- Drove city on multiple occasions.
- Went to P.O. with Mayor Stonum each Friday.
- Went to address 4504 Lunenburg Drive with Mayor Stonum to talk to the resident about letting trash pile up next to the garage. Resident would not answer the door.

Derby City Protection Activity Report--- March 18---April 18

- Parking Citations 41
- Theft Deterrent 2
- Resident Complaints 3
- Traffic Stops 26
- Suspicious Vehicles 3
- Codes/Regulations Cases 6

Property: Commissioner Hall

- Rental registration forms continue to come in.
- March 28th – Mowing and general cleanup was conducted. Bed cleanup on Boydton and Flagpole.
- April 4th – Mowing and general cleanup was conducted. Chained picnic tables to the tree. Removed graffiti off tree.
- April 11th - Mowing and general cleanup was conducted. Started tree and stick cleanup on large green space.
- April 18th - Mowing and general cleanup was conducted. Continued bed cleanup.
- April 18th - Tami Sanders emailed me about a home needing to cut their grass on Bays End Court. I sent a request to 311 and suggested she do the same.
- April 18th - Estelle sent me an email about trash not being picked up. I directed her to Linda. Linda followed up and the yard waste was removed.
- April 6th – Megan Brangers 4100 Northumberland reached out about installing a fence. I recommended that she have her property surveyed before doing so. I met with her and showed her where the property lines were, as I understood them.
- April 3-20 – Timothy Dudley sent me an email complaining that someone had laid sticks behind his fence, and he couldn't open his gate. I responded back to his email that general cleanup was under way and please be patient. Upon inspecting this myself I realized that these limbs are falling out of Mr. Dudley's tree in his yard. He is a taxpayer and stated that he expected this to be resolved.
- Have weekly turned homes into Metro 311 for violations and people are starting to get things cleaned up on their property.

Utilities – Commissioner Beville

- Did weekly street light checks. Reported two outages on Micklenburg on 3/10.
- Received a call from John Rice on Luray Court concerning drainage problems he is experiencing. Commissioner Campbell and I met with him and took photos of the area where he feels poor drainage has resulted in the deterioration of his driveway. We noted there was one storm drain at the end of the court, but did not see any additional drains. Commissioner Campbell and I also drove over to Micklenburg Court and took photos of the areas around 4516 & 4510 where standing water is a problem. We noted there is one storm drain in a yard mid-way down the street and one small drain in the yard at the end of the cul de sac. I called MSD and am trying to

arrange a meeting with someone who can come on site and access storm drainage on Micklenburg and Luray Court. To date I have been unsuccessful in doing so.

- Received two phone calls and several emails about yard waste not being picked up. I contacted Chris Pierce with Rumpke and he said a news report about the suspension of yard waste pickup had incorrectly included Rumpke in the list of companies. I believe residents may have heard this report and that prompted the calls. I have assured everyone that Rumpke will continue to provide garbage/recycling and yard waste service on the regularly schedule day. I received a second complaint about the garbage not being taken to the curb at 4504 Lunenburg. I filed a complaint with Metro 311 and included the out of state address of the property owner in my report.
- LG&E Outdoor lighting installed the new street lights on Maxwell, Queen Anne's, Boydton , Heathsville and Luray Courts. On the first light check after installation it was noted by me and confirmed by Mayor Stonum the single light on Heathsville Ct. does not adequately provide the light needed at the end of the cul de sac. I suspect the same will be true for Luray. The initial plan called for two additional lights on those cul de sacs but we were unable to get the approval of the homeowners for the location that would be the most cost effective. LG&E came up with alternative locations, but again the homeowners refused to allow access for cable installation. I have contacted LG&E to do an assessment for any other alternative locations.
- Called Louisville Water Company and had service restored to the islands, effective 4/23/2020. There will be a \$30 reactivation fee per meter.

Roads: Commissioner Campbell

- Our EGGSTRAVAGANZA (on April 4, 2020) had to be cancelled due to the Coronavirus outbreak and the subsequent cancellation of any gatherings.

I also participated in/worked on the following items:

- 03/19 & 03/20/2020 - MSD completed work on the drainage issue at the intersection of Northumberland Drive and Bay Run Drive.
- 03/27/2020 – Met Linda Beville, Utility Commissioner, at John Rice's house on Luray Court. He is having trouble with drainage issues that allow water to sit in his driveway (apron) and has cracked it. Adjoining properties also have this problem. Took pictures and sent them to Linda who will contact MSD.
- 04/03 & 04/04/2020 – Drove the city to assess locations for new - No Parking on Street Anytime – signs. They will be attached to each sign (No Outlet) that is already in place for each court. Additional ones will be added to Middlesex Drive, and the new larger signs will replace small ones. Marked locations on map, as well as specific addresses. These were sent to Andrew Friebert at Saf-Ti-Co for a quote on signs, as well as installation. All commissioners also received this information.

The meeting was adjourned at 8:50 pm with a motion by Commissioner Hall and seconded by Commissioner Metcalf.

Signatures:

City Clerk: _____

Date: _____

Mayor: _____

Date: _____