

**City of Hills and Dales**  
**Minutes of the City Commission Meeting**  
**Thursday, August 10, 2023**  
**7:00 p.m.**

The Commission met in regular session on Thursday, August 10, 2023, at 7:00 p.m. at the home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive. City Officials present were Commissioners Michael Adair, Bill Bowman, Roger Owen and Barbara Rogers, City Clerk Jeanne Keats and Treasurer Joan Taylor. Mayor Andreas Wokutch was absent. In his absence, Commissioner Owen, Mayor Pro Tem, chaired the meeting. He called the meeting to order.

**Minutes**

*Mayor Pro Tem Owen called for a motion to approve the July 13, 2023 Regular Commission Meeting minute. Commissioner Adair so moved, Commissioner Rogers seconded and the Commission approved by unanimous vote.*

**Resident Comments**

No residents were in attendance.

**Treasurer's Report**

Financials

Treasurer Taylor reported City assets of \$297,970.47 as of July 31, 2023. She went on to report that for the month of July, the City received total income of \$1,636.14 and had total expenses of \$11,167,51. She noted that \$6,300 of the total expense was for the entrance drainage project which was paid from federal monies the City received under the American Rescue Plan Act (ARPA). Finally, she told the Commission that the Profit & Loss Budget vs. Actual through July 31, showed the City had received 1.5% of total budgeted income and spent 10.0% of total budgeted expense.

*Following the Treasurer's report, Mayor Pro Tem Owen called for a motion to approve the financials through July 31, 2023. Commissioner Adair so moved, Commissioner Bowman seconded and the Commission approved by unanimous vote.*

**REGULAR COMMITTEE REPORTS**

**Municipal Governance and Legal**

Possible Attorney to Review of Selected City Documents

This topic tabled until the September 14 meeting.

**Maintenance, Utilities and Beautification**

Wrap-Up Report on GroundWorx ARPA Projects

Mayor Pro Tem Owen reported that both the project to improve the natural drainage channel along the entrance woods and the project to improve the small drain path just under the entrance sign have been completed and GroundWorx has been paid.

### Tree Removal

Mayor Pro Tem Owen reported that half-a-dozen or so smaller trees (about 5-6" in diameter) growing at the top edge of the rock wall plus a downed tree on the other side of the road behind a Hemlock tree need to be removed. He said he would present an estimate and discuss this work further with the Commission at the September meeting.

### Tree Planting

This topic arose after the August 10 meeting agenda had been finalized, so it was discussed under "Other Business".

## **Roads, Snow Removal and Signage**

### Restoration/Repair of City Entrance Sign

Commissioner Bowman reported that Pohl Iron Works referred him to a company named Rockerbuilt, LLC which Pohl thought would be more suited to do the work necessary to restore the sign at our entrance. Commissioner Bowman said he obtained a quote of \$1,456.50 to restore the sign. In discussion, it was noted that the quote did not include language about sanding and painting the wrought iron posts behind the sign. It was also noted that it would be more appropriate for Mayor Wokutch sign the quote on behalf of the City rather than Commissioner Bowman.

*After discussion, Commissioner Adair made a motion to approve the Rockerbuilt, LLC quote of \$1,456.50 to restore the City's entrance sign contingent upon the addition of wording about sanding and painting the wrought iron posts and changing the name under the "Accepted and Approved" line from Commissioner Bill Bowman to Mayor Andreas Wokutch. Commissioner Owen seconded the motion, and the Commission approved by unanimous vote.*

Commissioner Bowman and the Commission also discussed replacing the entrance coach lamps with more energy efficient LED lighting. The Commission was in favor, and Commissioner Bowman said he would look into lighting options and report further at the September meeting.

## **Technology Services and Community Security**

### Security System

Commissioner Adair reported that the entrance security system is in good working order.

### Website Ownership

Commissioner Adair told the Commission the City owns (has an exclusive right to use) its domain name hillsanddales.city as long as it pays for the domain name. Commissioner Adair said that NameCheap is the service he used to obtain both the domain name and WordPress website hosting. The domain name expiration date is January 13, 2027.

Weebly is now the website host, and Treasurer Taylor asked if the City's name should be on the Weebly host account (instead of an individual's name) so that the City could take advantage of its Kentucky sales tax exemption on Weebly invoices. Commissioner Adair suggested that web administrator, Kathy Weisbach, could look into that matter.

## Communications and Neighborhood

### Website

With the launch of the new City website, Commissioner Rogers said that her role as the Commission's Communications Committee will now include 1) being the liaison between the Commission and web administrator, Kathy Weisbach; 2) reviewing emails sent to the City's general website mailbox [contact@hillsanddales.city](mailto:contact@hillsanddales.city); making routine website updates/edits; and 4) amending website content as approved by the Commission

Commissioner Rogers also said with the core information about the Hills and Dales community now being available on the website, the need for long newsletters will be eliminated; and she will only publish periodic "mini" newsletters as needed.

### Planning Committee Guidelines

Commissioner Rogers reported that she is reviewing some Planning Committee guidelines and a form letter that were recently discovered and believed to have been used by a prior Planning Committee. She said she will report further on these materials at the September meeting.

## Other Business

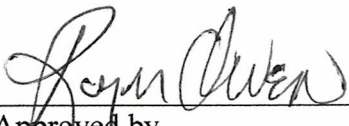
### Tree Planting

Commissioner Owen reported that he would like to take advantage of a fall plant sale and purchase three dogwoods for the common area. He suggested that one be planted where a fir tree was removed last year; another where a dogwood damaged by deer was removed; and a third where GroundWorx's heavy equipment created a wide gap at the edge of the woods during the recent drainage improvement project.

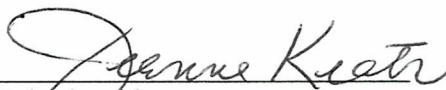
*After discussion, Commissioner Adair made a motion to authorize Commissioner Owen to purchase trees at a cost not to exceed \$600 (including planting), Commissioner Bowman seconded and the Commission approved by unanimous vote.*

## Adjournment

*There being no further business to come before the Commission, Commissioner Adair made a motion to adjourn the meeting, Mayor Pro Tem Owen seconded and the Commission approved by unanimous vote. The meeting adjourned at 7:47 p.m.*

  
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Approved by  
Mayor Pro Tem Roger Owen

9/14/23  
Date

  
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Submitted by  
City Clerk Jeanne Keats

9-14-23  
Date

**NEXT COMMISSION MEETING**  
*Thursday, September 14, 2023, at 7:00 p.m.*  
*Home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive*