

City of Hills and Dales
Minutes of the City Commission Meeting
Thursday, November 14, 2024
7:00 p.m.

The Commission met in regular session on Thursday, November 14, 2024, at 7:00 p.m. at the home of Treasurer Joan Taylor, 3300 Mt. Rainier Drive. City officials present were Mayor Andreas Wokutch, Commissioners Michael Adair, Bill Bowman and Roger Owen and Treasurer Joan Taylor and City Clerk Jeanne Keats. Commissioner Barbara Rogers was absent. Also attending were Commissioner Elect Jeff Burnett and resident Robert Keats who was present to witness and notarize the oaths. Mayor Wokutch called the meeting to order.

Minutes

Mayor Wokutch called for a motion to approve the October 10, 2024, Regular Commission Meeting minutes. Commissioner Adair so moved, Commissioner Owen seconded, and the Commission approved by unanimous vote.

Resident Comments

There were no resident comments.

Oaths of Office

Mayor Wokutch administered the oaths of office to Commissioners Roger Owen and Michael Adair and to Commissioner Elect Jeff Burnett. Notary Robert Keats witnessed and notarized the oaths and left the meeting. The oath will be administered to Commissioner Barbara Rogers at some time before the new term begins on January 1, 2025.

Treasurer's Report

Financials

Treasurer Taylor reported total City assets as of October 31, 2024, of \$360,306.86 and the City has no liabilities. The City's total income for September was \$42,665.39 due primarily to 2024 City of Hills and Dales property tax payments. Total expenses were \$5,053.57. There were no concerns about the overall Budget vs. Actual or the Profit & Loss Previous Year Comparison.

Mayor Wokutch called for a motion to approve the financials through October 31, 2024, Commissioner Bowman so moved, Commissioner Adair seconded, and the Commission approved by unanimous vote.

REGULAR COMMITTEE REPORTS

Municipal Governance and Legal

Second Reading – First Amended Ethics Ordinance

Mayor Wokutch called on City Clerk Keats for the second reading of Ordinance 2024-3, which will be known as the "First Amended City of Hills and Dales Code of Ethics". The second

reading focused on changes to the financial disclosure section of the ordinance as recommended by the Kentucky League of Cities in its model ethics ordinance provided for Kentucky cities. Passage of the ordinance is scheduled for the December 12 Commission meeting. If passed, the Commission must appoint an ethics administrator within 60 days of passage.

Issue – Property Rights at Entrance

Mayor Wokutch called upon City Clerk Keats to talk about the issue which has arisen regarding property rights at the city's entrance. She told the commission she had learned that on Friday, October 25, Louisville Metro Public Works came into our city and cut back some tree limbs and bushes along Mt. Rainier Drive even though maintenance of this area has always been managed by the City Commission. On October 30, Mike Penick, Right of Way Manager for Metro Public Works, emailed the Commission stating that the work was done in response to an anonymous online complaint about plant material extending into the roadway and creating unsafe driving conditions. He wrote that LOJIC city boundary maps show that Metro Public Works has authority for about the first 300 feet of Mt. Rainier Drive at our City's entrance, and that if they receive a request for road-related service involving a public safety issue, they are bound to respond.

City Clerk Keats shared boundary maps and related documents available from the city's files for the Commission to review. After discussion, the Commission decided to conduct further research into the city's legal boundaries.

Review of Current Commission Committee Assignments

The Commission briefly discussed current commission committee assignments for the new term January 1, 2025 through December 31, 2026. The Commission will discuss assignments further at the December 12 meeting in preparation for formal adoption of committees at the January 9 Commission meeting.

Roads, Snow Removal and Signage

Replacement of Coach Lamps at Entrance

Commissioner Bowman reported that he had received a quote of \$1,379.70 from Brecher Lighting for replacement and installation of the coach lamps on the City's entrance sign. This expenditure falls under safety and security which is an approved use of American Rescue Plan Act (ARPA) funds. Commissioner Bowman gave Treasurer Taylor a copy of the quote.

Following discussion, Mayor Wokutch called for a motion to approve the expenditure of \$1,379.70 of ARPA funds for the lighting project and for Commissioner Bowman to place the order for the lights. Commissioner Owen seconded and the Commission approved by unanimous vote.

Snow Removal Contract for 2024-2025 Winter Season

Commissioner Bowman has reached out to Nally's Lawn and Landscaping several times requesting a contract for snow removal for the upcoming winter season. He has not yet received a response.

Rockerbuilt Metal Fabricators

Commissioner Bowman has called Rockerbuilt several times to discuss the condition of the brass letters on the Hills and Dales entrance sign which they refurbished less than a year ago. He has not yet received a response.

Maintenance, Utilities and Beautification

Additional Rip Rap for the Drainage Channel.

Commissioner Owen asked Mayor Wokutch to sign the \$935 quote he received from GreenUp LLC for the delivery and placement of two loads of rip rap in the entrance drainage channel. This quote and the project were approved by the Commission at the October meeting. This expenditure falls under ARPA approved drainage improvement projects. Commissioner Owen gave the signed quote to Treasurer Taylor.

Initial Fall Clean-Up at Entrance

Commissioner Owen said GreenUp LLC has performed an initial fall clean-up along the entrance. He has not yet received a bill for the work. He said a second clean-up will occur when all the leaves have fallen.

Removal of Damaged Plant Material

Commissioner Owen told the Commission he has received a quote of \$160 from GreenUp LLC for the removal of one hemlock tree and four viburnum bushes which were damaged when cut back by Metro Louisville Public Works on October 25.

Mayor Wokutch made a motion to approve the expenditure, Commissioner Bowman seconded and the Commission approved by unanimous vote.

Removal of Invasive Honeysuckle in Woods.

At the October Commission Meeting, Commissioner Owen shared a quote he received from Green Up LLC of \$31,000 to remove the invasive honeysuckle in the woods along the entrance road; however, the Commission does not have sufficient ARPA funds to complete the entire project as specified. Therefore, Willy Thiel of GreenUp LLC told Commissioner Owen he would do the work for \$80/man hour and get as much done as possible with whatever ARPA funds the Commission approves. Treasurer Taylor said she would provide Commissioner Owen with the amount available for his project after she has reviewed the costs of other approved projects. As has been previously reported, all ARPA projects must be ***under contract*** by December 31.

Mayor Wokutch called for a motion for Commissioner Owen to obtain a contract from GreenUp LLC based upon \$80 per man hour to remove as much of the invasive honeysuckle as possible with the ARPA funds available. Commissioner Bowman so moved, Commissioner Adair seconded and the Commission approved by unanimous vote.

Commissioner Owen said he would get a contract from GreenUp LLC for this project and give it to Treasurer Taylor before the December 31 deadline.

Technology Services and Community Security

Update on Cameras and Security System

Commissioner Adair told the Commission that Unified Technologies has given him an estimate of between \$4,000 and \$5,000 for two new license plate recognition cameras, an updated Network Video Recorder and switch, and configuration and installation. This expenditure falls under ARPA approved safety and security projects.

Following discussion, Mayor Wokutch called for a motion for Commissioner Adair to obtain a contract from Unified Technologies for the additional/upgraded camera and camera-related equipment. Commissioner Bowman so moved, Commissioner Rogers seconded and the Commission approved by unanimous vote.

Commissioner Adair said he would get a contract from Unified Technologies for this project and give it to Treasurer Taylor before the December 31 deadline.

Communications and Neighborhood

No report.

Other Business

Adjournment

There being no further business to come before the Commission, Mayor Wokutch called for a motion to adjourn the meeting, Commissioner Bowman so moved, Commissioner Owen seconded, and the Commission approved by unanimous vote. The meeting adjourned at 8:13 p.m.

Andreas Wokutch

Approved by
Mayor Andreas Wokutch

12/12/2024

Date

Jeanne Keats

Submitted by
City Clerk Jeanne Keats

December 5, 2024

Date

***NEXT COMMISSION MEETING
Thursday, December 12, at 7:00 p.m.
At the home of Treasurer, Joan Taylor, 3300 Mt. Rainier Drive***