

December 2018 Minutes of Woodlawn Park City Council

The Woodlawn Park City Council met on December 17, 2018 at Woodlawn Park City Hall. Present were Mayor Larry Lewis, Council Members George Langford, Tom Nunn, Ellen White, Greg Claypool, Doug Watson and Shannon Seidt, and Attorney Matt Carey, City Clerk Chana Elswick and Chief Michael Koenig. Treasurer Gloria Curran was absent.

The meeting began at 7:02 pm. The meeting was started with the Pledge of Allegiance.

The council reviewed the minutes for the November 19, 2018 Council Meeting. Ellen made corrections to the minutes. Tom made a motion to accept the minutes as corrected. George seconded the motion. All voted aye and the minutes were approved as corrected.

Gloria Curran was absent. Larry stated she will give two reports next month.

Chana Elswick gave the Clerk's report. She gave the hit report for the website. She stated she had a records request. It was partially filled and will be completed when the information is available.

Chief Koenig gave the Police report for November. He stated he had completed the organization of the Police Department. He created a Mission and Values statement. He read this to the Council and it will be posted on the new website. It is "The Woodlawn Police Department is committed to working with the community to instill public confidence through a partnership with our citizens. The Community policing partnership draws people together to enhance the quality of life and the common good; a safe and peaceful community where individuals, families and businesses thrive. We are committed to maintain respect for individual rights and human dignity regardless of race, color, sex, religion, national origin, age, sexual orientation or disability." He stated he has started to write the policy and procedure manual. He is hoping to have this done by the end of January, for the Mayor's review. He stated he has installed and started to use some of the donated equipment. He stated he will approach the Mayor and Council in January to ask for their approval to accept a donated fully equipped 2005 Crown Victoria with approx. 94,000 miles, to act as a ghost car and a backup to the existing car. He stated the St. Matthews Fire Department donated \$500.00 worth of first aid supplies. These will be stored in the Police Car in the case of an emergency. He stated he had established several agency goals and an action plan on how to achieve them. He stated the speed sign was positioned on Green Meadow Circle for an entire month. Incoming cars showed 98.62% were traveling less than 25m mph and outgoing cars showed 95.05% traveling less than 25 mph. He stated he had created a Courtesy Notice for the department to use as a friendly reminder to secure your property. There have been 2 reports of thefts and both were the truck and garage were unlocked. He stated there were 0 city citations, 4 city warnings, 0 state citations, 0 motorist assists, 3 police backups, 0 arrests and 7 miscellaneous tasks. He thanked the Mayor, the Council and residents for being so welcoming to him. He wished everyone a Merry Christmas and Happy New Year.

Guests: Variance: None
Residents: None

Old Business: None

New Business: None Greg stated he had an item to add under New Business. He and Jim Reh presented the Mayor with a new gavel they had made for him.

Mayor's Report

Mayoral Appointments: Larry stated there had been some questions regarding the process of mayoral appointments. He decided to clarify this in the meeting with the Council. Larry stated that in the mayor/city council form of government one of the duties assigned to the Mayor is the duty to appoint and oversee city personnel. Kentucky statute (KRS 83A.130) states in part; The executive authority of a city shall be vested in and exercised by the mayor. He shall supervise all departments of city government. The mayor shall be the appointing authority with power to appoint and remove all city employees. He stated he believes he follows the same basic process that has been carried over the years in the City of Woodlawn Park. He stated it is really a simple process. First, he reviews the requirements established by statute or ordinance. Then he looks for qualities in a candidate such as; positive attitude, level headed, works well with others and how will they fit with the other members of the position and or committee. He may reach out to individuals he feels may be a good fit as well as considering those individuals that have expressed an interest in serving. Once an appointment is made by the mayor it is then presented to the city council for confirmation. He will ultimately appoint and present to the city council the candidate he believes best fits the needs for the particular situation. He stated, as with all the duties of

mayor he takes this obligation very seriously. If there is any question as to the proper action, he will get a legal opinion before proceeding.

Stivers Road Sinkhole: Larry stated the engineering company recommended a construction company, Stowe Construction is the company. They will excavate 3-4 feet wide, 10 inches deep and will fill the hole with 8 inches of concrete and 1-2 inches of asphalt. He stated MSD will not accept responsibility. The estimate for the repair is \$1080.00. George stated he would make a motion but asked why is this happening. Larry stated there are sinkholes all over the area. He has tried to get MSD to take responsibility, but they will not. George made a motion to approve to get the work done, not to exceed \$1080.00. Greg seconded the motion. All voted Aye and the motion was passed.

Chimney Repair: Larry stated All American and Ace gave estimates. All American quoted an aluminum pipe. They are to do a stainless-steel pipe. They were scheduled to do the liner on 12/14/18, but due to the rain they will do the outside work later.

State of the City Handout: Larry gave a handout of the State of the City to Council. He reviewed some of the main topics in the report. He stated the streets are going to need to be resurfaced. \$10,000.00 in equipment had been donated to the Police Department. The speed control sign is in use. He stated 2019 is the contract renewal time for the garbage contract. The recycling program may have some changes in the next contract. A consultant is working on a new website. He explained what some of the new items would be. He would like the email program to be expanded to 100% of the residents. He gave julep cups to the current Council members in thanks for their work. He gave Kim Horn one to give to Scott Horn.

Council Focus

City Hall Greg Claypool stated he had nothing to report.

Street and Signs Tom Nunn stated he had talked to the patching company They might be able to come out this week. The rain needs to dry out before they can work on the streets.

Fences and Building Permits Doug Watson stated he had nothing to report.

Lighting Ellen White stated she went to the Code Enforcement meeting. It was discussed they might need to go through the ordinances. She stated she gave a thumb drive of the ordinances to Mike Brown. She stated she also gave the information to the Chief. She stated there were lines down at Beechwood and Kinloch. She called AT&T and Spectrum. The Spectrum repairman reported the issue to a supervisor. The light at Perryman and Middlebrook has been fixed. The light at Kinloch and Beechwood was fixed, after 3 reports. She stated all of the lights are on. She stated she had questions about emails she sent and/or received while on the Council. She asked how these would be available if someone were to request them through an open records request. Matt stated they may be exempt from open records. She stated she has printed them and is willing to share them. Shannon stated requests would have to go through the Clerk.

Drainage/Sanitation/Block Watch George Langford stated on 12/01/18 he cleared the Green Meadow Circle culverts and the sewer grates. On 12/06/18 he spoke with MSD about cleaning the sewer pipe on Green Meadow Circle and Kinloch, He stated that he, hopefully, had a new coordinator for the Block Watch. The next meeting is 02/07/19 at 7:00 pm.

Community Activities Shannon Seidt stated Ellen had given her some history information for the City. She stated the holiday activity will be 01/03/19, but a time had not been set yet. It will be at City Hall. Larry asked for her to let him know and he will send out an email.

Tom made a motion to adjourn the meeting. Doug seconded the motion. All voted aye and the meeting was adjourned at 7:35 pm.

The Mayor and all newly elected Council Members were sworn in by Attorney Matt Carey in after the meeting. A Holiday Reception for residents and council members was held after the meeting.

Respectfully submitted,

Chana R. Elswick
City Clerk