

## November 2018 Minutes of Woodlawn Park City Council (corrected)

The Woodlawn Park City Council met on November 19, 2018 at Woodlawn Park City Hall. Present were Mayor Larry Lewis, Council Members George Langford, Tom Nunn, Ellen White, Greg Claypool and Shannon Seidt, and Attorney Matt Carey, Treasurer Gloria Curran, City Clerk Chana Elswick and Chief Michael Koenig. Doug Watson was absent.

The meeting began at 7:00 pm. The meeting was started with the Pledge of Allegiance.

The council reviewed the minutes for the October 15, 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 gave the Treasurer's Report. She gave the report for October 2018. She reviewed revenues and expenses, the general ledger and the balance sheet for October 2018 with the Council. She stated there was \$0.00 in road fund expenses. Larry asked if all property taxes had been paid. Gloria stated 21 parcels still remained unpaid. She had sent late letters the prior week. Tom made a motion to accept the report. Greg seconded the motion. All voted aye and the report was approved.

Chana Elswick gave the Clerk's report. She gave the hit report for the website. She thanked the City for the use of City Hall for a small wedding.

Chief Koenig gave the Police report. He stated that during the month of October, 2018 he had purged old records and is still in the process of updating the Police Department. He has signed a user agreement with the Kentucky State Police, establishing a professional reporting system, called KY-OPS, for accident and ~~uniformed~~ uniform crime reports. He has established a user agreement with the Louisville Metro Police Department to utilize their property room to store evidence or the recovery of narcotics. He has identified the immediate needs within the department and acquired over \$10,000.00 worth of donated equipment, that includes: in-car radios, light bar, in-car radio charger, console, in-car radar unit with front and rear antennas and a taser. He has been in conversation with another Police Department who is possibly willing to donate a fully equipped Police car to our agency. This could be used as a decoy car and act as backup to the existing car. This deal has not been worked out yet. He had the speed gun calibrated and certified by a company in Shepherdsville Kentucky. He has implemented the first less than lethal taser, at no cost to the city. He has obtained copies of the Standard Operating Procedure manuals for several surrounding agencies and he plans to use these to write the agency's Standard Operating Procedure Manual. He is developing agency goals that include accreditation standards. He has attended a Block Watch meeting, a Code Enforcement planning meeting and 2 City Council meetings. He has researched the last 6 months of runs/reports made in the City and determined there were 5 reports made. He listed those incidents. He installed the speed sign at Walser and Alicent and downloaded the data from the days it was installed. He stated he will hang the charts on the board for everyone to be able to review. He stated he likes the data it gives, but it is not user friendly to be able to download to a computer. He showed the charts to Council and gave a brief explanation of them. He stated 96% of the cars were under 25mph. He stated he does not believe speeding on Walser is an issue at this time. His monthly report was 0 City citations, 2 City warnings, 2 State citations, 0 Motorist assists, 2 Police backups, 1 arrest, which was directly related to a citizen complaint, 7 miscellaneous tasks and 0 reports. He stated he had \$126.44 in expenses for gas for the month.

**Guests:** Variance: None

**Residents:** Larry stated any resident concerns will be addressed. There were no residents that addressed the Council.

**Old Business:** Ordinance Review. Larry stated Ellen White had conducted a review of the ordinances the prior month. Ellen stated she had reviewed the binder and the dropbox. She asked what the status was of finding the missing ordinances and what was going to be done. Matt stated that if there are lost ordinances, after a diligent search and they cannot be found, they may be repealed. Shannon asked if they could be done all in one document or do they have to be done separately. Matt stated he will have to do some research into this. Matt stated if an ordinance is ~~mis-numbered~~ *mis-numbered* it can be amended by another ordinance, for things like duplicate numbers. Ellen stated there are 2 #2 for 1990-1991 and 2 #2 for 2004-2005. She listed which ordinances these were. Matt stated they could be amended to correct the number. Ellen asked about the ones with nonconforming titles. Matt stated the vast majority were done to put them under the Code Enforcement Board and the title was clearly set forth within the first page of each ordinance. Ellen stated the statute states the title must state the name of the ordinance. Matt stated it is ok as is. Ellen stated she thinks it is not user friendly. Ellen stated she wanted to know why she does not have all of the ordinances yet. Chana stated she had not

been able to do any further research as she had a very busy month. She stated the binder has copies of the original ordinances and the originals were all in folders in the locked file cabinet in the Clerk's office. She stated she will perform another search before the next meeting. Shannon stated she wanted to clean up the ordinances, but this might not be the best time to go through this at a meeting. She suggested a special meeting to go over the ordinances and possibly include the Code Enforcement Board.

**New Business** Trash Ordinance Larry stated it was mentioned at the last meeting to draw up an ordinance for trash containers and the time of placement at the curb. He handed out copies of the trash information that is in the directory. He gave a working copy of the proposed ordinance to the Council. He read the information listed in the directory. Shannon asked if this was a policy or an ordinance. Larry stated the information was a policy. Larry stated that on the prior Friday there were still 2 cans out. He discussed that the ordinance would give enforcement power to the Chief. Now, there is no way to address the issue. He stated some have expressed concerns that other things will be covered, like the color of tulips allowed. Larry stated the document is a proposal. He reviewed some changes to the proposal, such as Saturday instead of Sunday for set out and Tuesday not Monday to take in. He stated the Chief can warn first before he issues a citation. Shannon stated this is not a good use of the Chief's time and our money. If safety is an issue, then the Chief could let the resident know. She stated if there are only 3 or 4 out on Tuesday, then that may not be an issue. Larry stated it does not need to be the top of the Chief's agenda and it would allow him to address the situation, if it comes up. Tom stated if there is nothing to enforce it, the Chief may not get a good response. Ellen stated this has nothing to do with the health and safety of the residents. She stated we are not in an HOA. She stated the Council could say red doors look like crap. Tom stated this is stretching the issue. Ellen stated she had replies on Next Door and 90% were opposed to the ordinance. Tom stated if someone is habitual then there needs to be recourses. Ellen stated that someone could take it in for the resident. Shannon asked how leaving the cans out was harmful other than not looking good. Larry stated that Greg brought it up as an aesthetic issue. Larry asked if Council wanted to move forward. George stated you have people going out of town and putting cans out early. He stated this is another law we do not need. He stated to keep reminding people. He stated they would get 50 calls for tickets being written. He stated he used to think there was a law about this. Larry stated Metro does have a law. Ellen stated they do not enforce it. Matt stated written in the ordinance is a provision for the Chief to issue a citation or a warning. Greg stated he agrees with the time changes. He stated residents can call the waste carrier if they cannot put out their trash cans. He stated other cities have similar ordinances with the same days and times. He stated he agrees with the Chief using his discretion. He stated this could cause a safety concern for a small child. He stated he thinks the City has been good about sustaining property values and he thinks this is due to the appearance. He stated the Welcome Committee needs to remind residents that they cannot use plastic leaf bags. He stated he wants the Chief to be able to approach, warn and cite habitual residents. He stated he did not see a fine in the proposal. Ellen stated it is ~~\$100.00~~ \$25.00-\$100.00. She read the fine section to the Council. Greg stated this is uniform for ordinances under Code Enforcement. Greg stated the prior Friday 2 were out on Kinloch and 14 were out in the City. Greg stated Council could meet to discuss the proposed ordinance, if Ellen wanted. Shannon asked why put it in place and is it for safety or appearance. She stated the Chief had said 3% was not an issue for speeders, and this is the same percentage. Larry asked ~~if~~ if the Council wanted to move forward, table the discussion or leave as is. Tom made a motion to table the trashcan ordinance discussion until after the first of the year to discuss later. George stated to wait until full Council was in attendance. Matt stated the document may be introduced as an ordinance at any time, tabling does not prevent it from being enacted. Tom made a motion to table further discussion until after 01/01/19, until full Council is present. George seconded the motion. Shannon, Tom, Greg and George voted Aye, Ellen opposed. The motion was passed.

### **Mayor's Report**

**Snow Removal** Larry stated Brownsboro Lawn Care does the lawn care and snow removal for the City. He reviewed last year's numbers and this year's numbers with the Council. He stated it would be the same snow removal policy as last year. He stated the total cost depends upon the total number of incidents. He stated we have been lucky the past few years. He proposed the City continue with the services. He stated the City has priority for getting the streets plowed. He stated since they have been doing this for the past 4 or 5 years, they know our streets. Greg made a motion to continue with Brownsboro Lawn Care for snow removal for 1 more year. Tom seconded the motion. Shannon, Greg, George and Tom voted Aye, Ellen abstained. The motion was passed.

City Hall Larry stated that at the last meeting he had received an estimate for the chimney repair. He reviewed the All American Chimney estimate with the Council. He gave the Ace Chimney services estimate to the Council. All American Chimney's estimate is \$1562.42 for 3 priority items: chimney crown, tuck pointing bricks and installing a liner for the exhaust. Ace Chimney Services gave an estimate of \$2454.00 for: new crown, tuck pointing, sealing flashing and a stainless-steel liner. He stated they are \$1000.00 cheaper than All American Chimney. Shannon asked ~~if~~ if this is just doing the 3 main things or all items on the list. Greg stated he would like the vent to be stainless steel, not aluminum. Larry referenced the water stain on the wall and the water in the basement to show the damage that may need to be repaired. Ellen stated to contact them for the cost of a stainless steel liner. Greg stated it is about \$300.00 higher for a stainless steel liner, per the 2 estimates. He stated the ceiling and insulation may need to be fixed as well. Shannon asked

about a time table for the work. Larry stated All American is about a month out and Ace did not give him a timeframe. Larry stated he could contact them about the price difference for a stainless steel liner. Greg asked about the Ace warranty, which is 5 years. Shannon stated a decision needed to be made today and not wait since they are a month out. Tom made a motion to contact All American for a stainless steel liner not to exceed \$1800.00 and not to exceed \$1562.42 for an aluminum liner. Shannon seconded the motion. Shannon, George, Tom and Greg voted Aye, Ellen abstained. The motion was passed.

Stivers Sinkhole Larry stated he was authorized to meet with an engineer about the sinkhole. He ~~checks~~ checked on the sinkhole and it has not changed. The engineer is working with MSD to take ownership. The sinkhole down the street has been repaired. He showed a map to the Council. He stated the sewer runs down the middle of the street and drainage runs next to it. A dye test showed it is not MSD. He stated it seems odd to him that the pipes intersect at the sinkhole. MSD stated it is a private street and it is the City's responsibility. If the City digs it up and it is a leak, it can be addressed with MSD then. He stated he will meet with the engineer to get a recommendation to open up the street and see what is going on. He stated he has no idea what this will cost and it may be a major expense.

Beechwood Right of Way Larry showed a map of the area to the Council. He stated it ties into the street, but does not show the right of way. He stated he, George and the Chief have all looked at the area. There is a 10-foot easement on drainage and residents are responsible to clear the area. He stated the area is full of leaves and there are dead limbs laying in the right of way. He stated the City maintains the area during the growing season by cutting it one time per month. He stated that if Council wanted, Brownsboro Lawn Care can clear the limbs, or leave it as is. He stated the area is parallel to the CSX tracks, behind the houses, based on mapping, our side of the tracks is actually Beechwood Village and we have no jurisdiction. He asked if the City wanted to remove the limbs, but we have no jurisdiction as it is Beechwood Village. He stated last year MSD told him good luck with getting CSX to take care of it. Ellen stated the city can maintain the area and bill CSX, but it won't get paid. Ellen stated she moves to clean up the area this one time. George stated he called CSX and Natalie Grooms had filed a complaint as well. He stated it is an MSD issue with the concrete pipe. He stated he emailed CSX two times about branches laying in the culvert. Larry stated water is flowing in the pipe. Shannon stated it used to be maintained more than once per month. Larry stated it could be added to the contract to increase mowing. He stated the previous company mowed and it was dirt, so the City paid to mow dirt. Larry stated if the Council wanted, the contract could be amended in the spring. George stated to add to have someone check the trees. Larry stated that had been done. He reviewed what the tree company had found. Shannon made a motion to clear out the limbs that are there now and open discussion in the spring. Ellen seconded the motion. All ~~votes~~ voted Aye and the motion was passed.

City Website Larry stated that some months ago he wanted to update the current website. The purpose of the website is to disseminate information. He would like it to have a full listing of ordinances. One reason he has not moved forward is the unexpected expenses that have arisen. He stated he had spoken with a consultant and he will give Larry suggestions and an estimate.

Holiday Reception/Hanging of the Greens Larry stated the last meeting of the year has been a Holiday reception following a brief Council meeting. He asked Council if they would like to continue this tradition. He stated Salsaritas had been used in the past, or use someone else. Chana stated that for 30 people, the cost is about \$350.00. Larry stated that last year there were 40-50 people in attendance. Shannon stated last year combined a family event with the reception. Larry stated it usually costs around \$300.00. Tom stated he likes the reception. Larry stated that the family event Shannon had was a big success. Tom made a motion to have the Holiday Reception after the meeting and use Salsaritas, not to exceed \$500.00. Shannon seconded the motion. Shannon, George, Tom and Greg voted Aye, Ellen abstained. The motion was passed. Larry stated that traditionally the hanging of the greens is the Friday after Thanksgiving. They will meet at 9:00am on Black Friday at City Hall to hang the decorations.

Storm Debris Larry stated he spoke with Republic. There is a limit of 15 bags for yard waste. He will check to see if he can get an exemption to pick up yard waste after the storm.

Larry stated that last summer a movie "Clove Hitch Killer" was partly filmed in Woodlawn Park. It is being shown at Village 8.

## **Council Focus**

**City Hall** Greg Claypool stated he had nothing to report.

**Street and Signs** Tom Nunn stated the water main break at Green Meadow Circle had been repaired. He had 2 proposals to apply crack sealant to the cracks on the streets. The 2 estimates are \$12000.00 and \$ 11200.00. The \$11200.00 estimate is a hot patch crack sealer. Larry stated the streets are in relatively good shape, but will need some attention soon. There are a couple of places on Walser that need addressed. There was a discussion on when the repairs could be done. Tom made a motion to use Louisville Seal Coat to hot seal the cracks, not to exceed \$11200.00. Greg seconded the motion. Shannon, George, Tom and Greg voted Aye, Ellen abstained. The motion was passed.

**Fences and Building Permits** Doug Watson was absent. George gave his report. George stated 911 Perryman has an 8-foot fence and it is facing the wrong way. The resident agreed to have the fence company come back and remove 2 feet

from the top and shadowbox the fence. George stated Doug will stay on top this item. Larry asked if anything had been done about the Business License. Gloria stated there had not.

**Lighting** Ellen White stated there was a light out at Beechwood and Westport Terrace. She contacted LG&E. They stated the light was damaged and will be replaced. She stated the light at the corner of Green Meadow Court and Walser was buzzing. A citizen reported the light at 804 Beechwood was out. She reported both of these. She also reported lights out at Perryman and Middlebrook and Kinloch and Beechwood. She attended the Code Enforcement Board meeting and the Block Watch meeting. Her total time spent was 15.9 hours.

**Drainage/Sanitation/Block Watch** George Langford stated Will Boland had the trees ~~clear~~ *cleared* and the detention basin cleared. He attended 2 Block Watch meetings. The first was a Meet the Chief meeting. At the second meeting, it was discussed that residents could post videos on Next Door, possibly with a link to the city's Facebook page. A resident had posted a video of a prowler on Green Meadow Circle who was wandering through driveways at 2:30am. George stated that he was looking for someone to take over the Block Watch. He would like it to be someone not on the Council. He hopes someone will take over at the next meeting in February. He and the Chief will assist the new person. He would like to find a speaker for the next meeting.

**Community Activities** Shannon Seidt stated that last year there was a cookie and cocoa event. This year she will be having the activity after the Holiday. Last year they had cookies and cocoa from Panera. They had crafts and activities. There were about 60-70 people in attendance. Ed Purcell volunteered to set up a movie type event. Last year's budget was \$200.00. Shannon made a motion to allow \$200.00 for the Holiday event. Tom seconded the motion. Shannon, George, Tom and Greg voted Aye, Ellen abstained. The motion was passed.

Shannon stated that a Northfield Policeman, a friend of the Chief's, drove around the City on Halloween. Larry stated that Halloween had been changed due to the weather. He received a lot of responses appreciative to the change.

Shannon made a motion to adjourn the meeting. Ellen seconded the motion. All voted aye and the meeting was adjourned at 8:45 pm.

Respectfully submitted,

Chana R. Elswick  
City Clerk