

**Minutes: City Of Glenview Meeting
5:15 p.m., Wednesday, January 17, 2007**

Mayor Breen calls to order the regular meeting of The City of Glenview Commission on January 17, 2007 at 5:15 P.M. at the Louisville Boat Club. A silent roll call showed the following present: Mayor Richard Breen, Commissioner Elizabeth Barr, Commissioner John Caperton, Commissioner Ted Steinbock, Commissioner Nan Tafel, City Administrator Leonard Heydt, City Clerk Susan McCracken, City Attorney Kyle Hubbard. The meeting started with the Pledge of Allegiance.

A motion was made by Mayor Breen, and seconded by Commissioner Steinbock to approve the minutes from the December meeting, which was approved unanimously by the commission.

A motion was made by Mayor Breen for a closed session to discuss the appointment and dismissal of City employees pursuant to KRS 61.810. Commissioner Steinbock seconded the motion and it was unanimously approved. At the conclusion of the closed session, in keeping KRS 61.810, Mayor Breen announced the end of the closed session and the resumption of the open meeting.

Mayor Breen made a motion to adopt Municipal Order 2007-01, which was seconded by Commissioner Steinbock and unanimously approved. The order names the City's staff and their compensation.

Mayor Breen introduced Kacy White as the new City Clerk and Tim Stephens as the new City Accountant. Mayor Breen thanked former City Clerk, Susan McCracken for her eighteen years of service. The Commissioners also thanked Susan McCracken for her service. She turned over the documents she had with her including the Commonwealth Bank checkbook, and left the meeting.

Tim Stephens will serve as the City Accountant through completion of the 2007 audit.

Since Tim Stephens is serving as the City Accountant, motion was made by Commissioner Steinbock to resolve that Pat Payne is no longer The City of Glenview Treasurer. Mayor Breen pointed out that the Commission never voted to make Mr. Payne the Treasurer to begin with, and seconded the motion. The resolution was adopted unanimously by the Commission.

Leonard Heydt will continue to serve as City Administrator and Kyle Hubbard will remain City Attorney.

Commissioner Lisa Barr made a motion to accept the financial report which was seconded by Commissioner Nan Tafel and unanimously approved.

Mayor Breen made a motion to adopt resolutions for Commonwealth Bank checking account and the Raymond James account, authorizing him to sign the paper work necessary to establish signing authority for those accounts. Mayor Breen and Clerk Kacy White will be added to the list of authorized check signers. City Accountant Tim Stephens does not want check signing authority. Each check would require two signatures. Commissioner Nan Tafel seconded the motion and it was unanimously approved.

City Accountant Tim Stephens briefly explained his accounting plans for The City of Glenview. For each monthly financial statement he will provide a list of all checks written. He wants to use a computerized book keeping system that will categorize the checks, show the total of the checks and to whom they were written, and what they were written for. He will assemble the city records necessary for the 2007 audit, and at the same time review the City's finances back to its 2005 audit. As a system of checks and balances the City Clerk will handle deposits into the checking account, and the City Accountant will keep control of the check book and disbursements. Commissioner Steinbock questions the \$11,239.00 spent on landscape maintenance. City Administrator Leonard Heydt says it included Twinmac expenses that we pay every quarter plus extras like tree removals. Twinmac bills us sometimes ninety days after they do the service. Mayor Breen expressed concern about the checking account balance of only \$5,608.13 and it was agreed money needed to be moved from the Raymond James account to the checking account.

Mayor Breen made a motion to accept the proposal from John Beckman with WRT to consult with the City of Glenview to preserve it's rural character. The Commissioners were each previously provided a copy of the proposal from Mr. Beckman that showed an estimated cost of \$2,550 to \$2,750. Motion was made by Mayor Breen and seconded by Commissioner Steinbock to approve the retention of the consultant and the Commission unanimously approved. Mayor Breen will contact the consultant and get dates and times for the meeting.

Mayor Breen inquired whether a Citizen's Commission should be formed to meet with the consultant at lunch on the day of the visit. Commissioner Tafel suggested that the Commission itself meet the consultant first, and then present the recommendations to the community. Commissioner Barr agreed, and suggested that after we meet with the consultant something be placed in the newsletter and an effort made then to get public input. Commissioner Caperton agreed and the Commission decided to defer formation of a Citizen's Commission and to themselves meet the consultant.

The discussion turned to the location of future Commission meetings. Commissioner Steinbock is planning to resign his membership from The Louisville Boat Club. Mayor Breen inquired about the availability of the Knights of Columbus for future meetings and Sheriff Johan Aubrey who runs the Knights of Columbus indicated that the Knights of

Columbus could host the Commission meetings without charge every third Wednesday. Commissioner Steinbock said he would inquire with the Louisville Boat Club to see if the club would continue to allow The City of Glenview to meet at the club even though he is no longer a member.

Mayor Breen reported that he attended a Kentucky Department of Transportation Seminar the day before, and D.O.T has a CO-OP for emergency relief. Mayor Breen briefly explained that the CO-OP program allows members to apply for immediate funds in event of an emergency like a bridge washes out. The CO-OP would pay 80% of any approved requests, and the City would be responsible for 20% of any emergency repair costs. In order to qualify for the CO-OP program D.O.T would hold out 3% of the money it typically sends the City for road funds. Leonard Heydt noted that the previous Mayor decided not to participate in the program after determining that the annual cost would be approximately \$300.00. It is unclear whether or not the 3% is held on account or is actually a payment like an insurance premium. Leonard Heydt will investigate the specifics of the CO-OP plan and report to the February meeting. Letters from D.O.T are expected to go out in February inquiring whether or not the City wishes to participate. Mayor Breen noted that approximately 100 of 400 cities in the Commonwealth of Kentucky participate in the program.

Mayor Breen then discussed funds available through the D.O.T office of special programs, and a form they require called a TE intent to apply that is required to be filed by January 31st, 2007. D.O.T provides money for historic preservation, drainage, plumbing, historic buildings, rail corridors, etc. The application requires a rough estimate of how much the project is going to cost. If the initial approval is granted then a detailed application is required 45 days after acceptance of the initial application. Mayor Breen made a motion for the Commission to authorize him to complete a preliminary application which was seconded by Commissioner Tafel, and unanimously approved.

The next item on the agenda was tree removals. There is a tree on Woodside between River Road and Gar Davis' house that had been marked to be removed. Laurie Birnsteele had asked the Mayor if the City was going to remove tree. Mayor Breen and Leonard Heydt toured the City with Twinmac and looked at the tree and it is dead and needs to be removed. By unanimous consent the Commission agrees to have Twinmac remove the tree on Woodside. There is a second tree that the City has become aware of that needs to be removed. It is a large oak tree on the City right of way abutting Arden at Snowhill. For awhile now large dead limbs have been falling out of the tree. Twinmac says the tree is dead and needs to be removed, and will require a crane to remove the tree because of its size. Mayor Breen noted that his personal tree man John Dethridge at Arbor Care had looked at the tree and also said the tree was dead. Leonard Heydt is going to call around and get estimates for removal of the tree and report at the next meeting.

Mayor Breen brought up clearing brush on River Road at Glenview Ave to see what the Commissioners think. The county regularly kept the area cut back which provides a nice view of the river in the winter. Commissioner Tafel: leave it natural and let it take care of itself, call Riverfields to see what they do for problems like that.

Commissioner Barr: See if Riverfields has someone we can talk to about it, to see what they would do.

Everyone is going to take a look at the area and then discuss it at the next meeting.

Leonard Heydt talked to Kay Ball at the Louisville Water Company about its Project in Glenview. Mayor Breen, Leonard Heydt, and City Attorney Kyle Hubbard met with Kay Ball at the Louisville Water Company to discuss the project. An aquifer runs through the area and the Louisville Water Company chose a narrow spot which happens to be at Glenview and River Road to sink a well. They have plans to continuously pump water out of the well into the adjacent creek for at least 12 months. They have a temporary easement through August 2008. The Water Company intends to monitor the volume and purity of the water during that time period as part of their decision process as to whether or not to establish collecting wells along River Road. Collecting wells would be established every 1500 feet as part of a program to establish an additional intake for the City of Louisville water supply. Mayor Breen noted that the Water Company wants to set a total of four utility poles to run electricity to the pump. The Commission discussed whether or not the electrical supply could be buried, which LG&E wants to avoid because the area is in the flood plane. By unanimous consent the Commission decided they do not want additional electrical poles in the area. This matter will be discussed further with the Water Company. The Water Company is also amenable to paying for a screen with vegetation or a fence to cover the wellhead, pump, and the electrical supply. Commissioner Tafel had the idea to temporarily plant Holly trees which could be removed when the project is completed, and used elsewhere in the City. The Mayor and the City Administrator will follow up with the Water company and report at the February meeting.

Motion to adjourn was made by City Commissioner Nannette Tafel, seconded by City Commissioner Lisa Barr - All were in favor. The meeting was adjourned at 6:50 P.M.

Richard Breen/Mayor

Kacy White/ City Clerk