

Glenview Hills City Government
Monthly Meeting
February 12, 2024

<u>Commissioners</u>		<u>Attendance</u>
Mayor	Bryan Schmitt	Present
Landscaping	Geoff Baker	Present
Streets & Drainage	Emily White	Present
Lights, Signs, & Insurance	Brittany Wilson	Present
Law Enforcement & Sanitation	Andrew Bird	Present

Appointed Officers

Treasurer	John Willis	Present
Attorney	Abigail Green	Present
Clerk	Katie Schmitt	Present
League of Cities	Vacant	Vacant

Mayor Schmitt called the meeting to order at 8:05 pm, and performed roll call.

Attorney Green has some edits to the minutes that she will send via email so Mayor Schmitt has tabled the minutes.

Police Crime Report presented by Mr. Schwab. Mr. Schwab received one report of a car having been rummaged through. He announced that Louisville Metro Police Department has a link to upload footage when filing a report for investigation. He is adding a new officer to the patrol rotation beginning in March.

Mayor's Report by Mayor Schmitt. Mayor Schmitt announced that he has an American Rescue Plan Act (ARPA) funds consultation engagement letter from Brian Skinner with RSA Advisors. Mr. Skinner will oversee and guide the proper documentation for utilizing the ARPA funds. His consultation fee is 0.75%. Mayor Schmitt made a motion to approve the ARPA engagement letter with RSA Advisors. Commissioner Bird and Commissioner Wilson both seconded the motion. The council voted and the RSA motion unanimously passed. Mayor Schmitt has been looking into outsourcing the City's bookkeeping since no one has volunteered to take over for Treasurer Willis at the end of the fiscal year. Charlie Veenemen is a CPA that is also the bookkeeper for several other small cities. Commissioner Bird has been sworn in.

Streets and Drainage Report by Commissioner White. Commissioner White shared and distributed the proposed paving schedule for review. The council will discuss the proposed paving schedule at the next meeting. She reported that the stop bar painting is \$1,500.

Lights, Signs, and Insurance Report by Commissioner Wilson. Commissioner Wilson reported that the stop sign at Glen Hill Road and Runnymede should be installed this week. It will cost approximately \$868 for the stop sign and decorative post that matches the current signs and posts. Mayor Schmitt has temporary tape for the stop bar at the new stop sign until a permanent stop bar can be painted onto the road. She has requested samples of the five most popular, yet understated street sign designs. She reports that Dan Grimm, architect, is working on the construction drawings for the front entrance. Once the construction drawings are complete, the project can be put out for bid. Mr. Grimm's invoice remains outstanding. Treasurer Willis will pay the invoice.

Landscaping Report by Commissioner Geoff Baker. Commissioner Baker has contacted Jack Sherman Landscaping for updated pricing. Mayor Schmitt reminded Commissioner Baker that the invitation to bid on the City's landscaping contract will need to be sent to Will Green, the City's website manager, to be posted on the City's website. Commissioner Baker will obtain bids from other landscaping companies as well.

Law Enforcement and Sanitation Report by Commissioner Bird. He noted the crime update per Mr. Jamey Schwab with Homeland Patrol. Commissioner Bird announced that a junk day is approaching as it is scheduled for March 25th, and he will remind the residents about it.

Treasurer Report by John Willis. Treasurer Willis presented and reviewed the January statement. He noted the standard recurring expenses, read the nonrecurring expenses, and announced the revenues. Treasurer Willis reported that both 2022 and 2023 tax checks were received for a property, but both checks did not clear the bank. He will verify that with PNC Bank, and then consult with both Attorney Green and Mayor Schmitt. Treasurer Willis reports that W2s will be delayed due to Social Security changing its process, but he will distribute the W2s as soon as possible. He announced that the audit with Brian Cobb is approaching, so he will be gathering the required documents for the audit as requested by Mr. Cobb. He noted that they may need to apply for an extension.

Clerk Report by Katie Schmitt. Clerk Schmitt does not have any updates to report at this time.

Attorney Report by Abigail Green. Attorney Green does not have any updates to report at this time.

Jefferson County League of Cities Report. This position is vacant at this time.

Mayor Schmitt adjourned the meeting at 8:40 pm.