

Minutes
Board of Commissioners
City of Parkway Village
April 25, 2023

Mayor Andrew Burcham called the meeting to order at 6:30 p.m. at Audubon Park City Hall.

Roll Call: Present were Mayor Andrew Burcham, Commissioners Amanda Cain, and Ken White; City Clerk/Treasurer, Pat Gould

Visitors: Mary Rose Evans, Audubon Police Assistant Chief, Cheri Bower

Amanda Cain motioned to approve the minutes from the March 28, 2023, meeting; Andrew Burcham seconded; motion carried unanimously.

Amanda Cain motioned to approve the vouchers for April, 2023 meetings; Andrew Burcham seconded; motion carried unanimously.

The newly hired Parkway Village Citation Officer, Steve Pearce, introduced himself to the Commission and gave the April 2023 report to Pat Gould. The Commission requested that a background check be ordered on Steve. Pat will order the background report and advise the Commission of any information reflected that would affect the Citation Officer's ability to carry out the position's responsibilities. Steve's phone number will be forwarded to Amanda for input to the City's website.

Assistant Police Chief Cheri Bower emailed the March 2023 police report to Pat and verbally informed the Commission of activity in Parkway Village, stating that March kept us busy with the weather and a few crime related reports in Parkway Village. One report was taken from Liquor Island, where tobacco products and various vapes were taken. The second report was for theft and was dated between January through March (because not sure of when it occurred). The items that were taken were heavy construction equipment. The third report was for domestic violence. Police made 15 calls for service in Parkway Village during the month of March. During regular patrols, officers cited 1 vehicle for parking violations and issued 0 courtesy violations.

Pat gave the Treasurer's report noting that the bank accounts were reconciled through March 2023. She reported that the fiscal year 2023-2024 budget was not yet completed for the Commission's review, but would be presented in May, along with an ordinance for first reading. Ken White motioned to accept the Treasurer's report; Amanda Cain seconded; motion carried unanimously.

Pat reported that approximately twenty payments for 2022 real property taxes remain outstanding. Pat reported that approximately six (6) businesses had renewed and paid their business license fees for the current year.

Mayor's Message: Mayor Andrew Burcham noted issues with Waste Management. He has received complaints regarding bins being taken off properties in the City. Mary Rose Evans will contact Waste Management to request a recycling cart for Andrew. Pat noted that the current five-year contract with Waste Management became effective at July 1, 2022. Since the new recycling carts have been delivered, Waste Management will no longer collect from receptacles other than the carts.

Guest Comments:

Mary Rose Evans reported that the Preston Corridor improvement project study proposes changes to Preston Highway from Eastern Parkway to Durrett Lane reducing traffic to two lanes with a center lane for turns.

Attorney Olt reported that City of Parkway Village Code of Ordinances Section 110.99 can be used to impose a \$500 penalty and a ninety-day jail sentence for business owners with outstanding business licenses. The City of Parkway Village would be able to issue the applicable citation(s). The ordinance language requires a revision/amendment to be able to enforce the applicable penalties.

There remains a Commissioner vacancy for the January 1, 2023 through December 31, 2024 term. Ken White contacted Paul Amshoff to see if he would consider being appointed to the office, and he declined. Amanda will publish a newsletter to announce members of the newly installed Commission and include the need for an additional Commissioner.

The Preston Area Business Alliance (PABA) annual dues of \$75.00 have been paid. Updates regarding upcoming PABA meetings will be emailed to the Commission.

Mayor Burcham now has the memorial plaques for Roy Evans and Yvonne Miles in his possession. It was suggested that the Roy Evans plaque be screwed into a concrete slab next to the walkway at Village Green Park. Yvonne Miles' plaque will be mounted on the ADA picnic table. Ken White visited the KFC at Preston Hwy and Parkway Drive to see if a concrete wedge similar to one at that location could be placed at the Village Green Park walkway for Roy Evans' plaque placement.

Pat reported that B-Sign Group has installed new signage in the City, removed the banners, and has installed the new doggie-pot in the Village Green Park. The barriers on Alexander Avenue at Village Green Park will be installed as soon as the project can be scheduled. Mary Rose Evans commented that the new signage at the City's entrances looks great.

Ken White met with Cunningham Overhead Door company on March 29, 2023, to replace the door handle for the overhead garage door. The City will reimburse Ken for the \$214.30 expense.

Pat followed-up with Bob Ray Co. regarding the locust tree stump that still needs to be removed at Village Green Park. The stump removal will cost \$400.00 and will be scheduled. Mary Rose advised that she would contact EcoTech regarding planting the EcoTech red maple sapling tree donation, but it may be too late for this season.

Amanda Cain motioned to approve the encroachment agreement for the construction project at 2703 Preston Highway, and have Mayor Burcham sign; Ken White seconded; motion carried unanimously. Mayor Burcham signed the agreement; Pat Gould notarized the agreement and will email to the project's attorney.

Pat reported that PlayPros is ready to schedule the new playground equipment in Village Green Park.

Mayor Burcham advised that the artist interested in painting the Village Green Park garage mural has estimated supply costs at \$1,500.00. Her labor will be donated for the project. He will email art designs for the Village Green Park garage mural(s). Amanda Cain advised that her husband was also interested in the project. Erin Spalding suggested purchasing a translucent film to cover the garage window.

Pat distributed graffiti cleaner to the Commission members present for cleaning additional graffiti on the playground equipment. The Commission will seek input as to whether there is a better surface for the playground equipment Commission wants to plan a party when the new playground equipment is installed.

Plans for bringing Kuna Ice, Ehrlers' Ice Cream and other mobile units to the Village Green Park around the first of summer for the Community's enjoyment were waived until May 2023.

Pat will forward information regarding the monthly Jefferson County League of Cities (JCLC) meetings to the Commission. Erin Spalding expressed interest in attending.

New Business

Mayor Burcham reported that the American Rescue Plan Act (ARPA) 2022 expense report has been submitted and accepted. The City has approximately \$146,000.00 in remaining ARPA funds to be expended before December 31, 2024, of which approximately \$40,000.00 has been committed to the playground and signage projects currently in progress.

The Commission approved utilizing Thomas Grundy's Lawn services for Village Green Park mowing, etc. for the 2023 season. Pat has received the updated certificate of insurance from Thomas Grundy.

Ken White motioned to adjourn the meeting; Amanda Cain seconded; motion carried unanimously; meeting adjourned at 7:35 p.m.

Respectfully submitted:

Andrew Burcham, Mayor

Patricia Gould, City Clerk/Treasurer

Sidewalk issues

Preston Corridor Improvement Committee

Verizon application

ABC License – Susan's Florist