Meeting Minutes

Board of Commissioners

City of Parkway Village

April 23, 2019

Mayor Paul Amshoff, called the meeting to order at 6:30 p.m. at Audubon Park City Hall, 3340 Robin Road.

Roll Call: Present were Mayor Paul Amshoff, Commissioners Tabitha Bircham, Mary Rose Evans, Mara Cravens, and Meredith Rubin; City Clerk/Treasurer, Pat Gould; Citation Officer, Erich Kragel.

Visitors: Audubon Park Police Assistant Chief Teddy Laun, Verizon representatives Brian Augustine, Alex Hillman, Jeffrey Tucker, Marshall Boyd

Mary Rose Evans motioned to approve the minutes from the April 23, 2019, Board of Commissioners meeting; Tabitha Bircham seconded. Motion carried unanimously.

Vouchers for May 2019 were distributed. Mara Cravens motioned to approve the vouchers; Meredith Rubin seconded. Motion carried unanimously.

Erich Kragel gave the citation report. The dumpster at 848 Melford Ave needs a permit. Erich would like a form letter regarding grass height violations, and allowing five (5) days to remediate before the City has the offender’s grass cut at the owner’s expense. Attorney Olt will be asked to draft a letter or give the City a copy of the letter used in Seneca Park or Jeffersontown. Assistant Chief Teddy Laun will provide a copy of Audubon Park’s letter. Thomas Grundy will be asked if he would mow the offending properties, and at what rate.

Assistant Chief Laun reported that April 2019 was a reasonably good month for crime in Parkway Village, while May 2019 was a bit rough. She reported that there was a burglary on Hess Lane, several car break-ins, one stolen car still unrecovered, three (3) courtesy notices and three (3) citations issued.

Visitor Comments: Brian Augustine asked if the City would vote on the franchise agreement with Verizon. The Commission won’t vote until Attorney has reviewed the agreement. The Commission informed the Verizon representatives that the resident at 836 Perennial Drive is very unhappy with the placement of the ‘box’ in the public right-of-way in her yard. Options to resolve include exchanging the current 36” W x 60” L unit with a smaller 24” W x 36” L unit and planting landscaping to obscure the unit. Removal of the unit and placing conduit underground would be complicated due to the need to place a marker to identify the location of the conduit. Verizon will work with the resident to resolve the issue. During the boring process, flooding occurred at 840 Perennial Drive which was corrected by Verizon.

Mr. Augustine distributed documentation regarding the permit process for the Commission’s review. MCI, a wholly-owned subsidiary of Verizon is building the infrastructure, not providing nor guaranteeing service. He concluded by saying that the construction has been completed, excepting the abatement for the unit at 836 Perennial Drive. Mr. Tucker stated that the ‘matchsticks’ marking the pipelines have been removed and that all Verizon work was done on the public right-of-way, none on private property.

Pat Gould gave the Treasurer’s report stating that both the checking and Road Fund accounts were reconciled through April 30, 2019. Meredith Rubin motioned to accept the Treasurer’s report; Tabitha Bircham seconded; motion carried unanimously.

Pat gave the Tax Collector’s report stating that approximately 15 2018 real property tax bill payments remained outstanding.

Mayor’s Message: Mayor Amshoff stated that Verizon erred in working on the construction without an executed franchise agreement. He is pleased that Verizon is working to offer options to resolve outstanding issues.

Old Business:

Tabitha reported that she contacted Alley Cats regarding the stray cats in the City. They have picked up, spayed/neutered many, then returned to area where found. However, Alley Cats and animal control have received so many calls, they will no longer respond. The Health Department can issue a fine to the City of Parkway Village for cat waste, and issue a clean-up order. Meredith has an animal trap and Mary Rose offered to donate an additional trap to the City. The traps will be placed in the park and cats will be taken to the Humane Society Cats for spaying/neutering. Meredith and Tabitha offered to assist with the project.

The Commission waived replacing the rubber mulch in the playground with a spongy material until the cat waste issues are resolved.

Pat stated that she is continuing the process of extracting City records that were no longer required to be kept in accordance with the Records Retention schedule. Aged records will be destroyed.

The Commission thanked Meredith for her work on the City’s new website.

Pat provided Carbonite user ID and password information to the Commission in order that other(s) may add/edit files if Pat is unavailable.

Mr. Sang will schedule trimming of the trees in Village Green Park when his schedule allows. Tabitha has contacted two (2) arborists to come inspect the tree in June 2019.

Pat reported that Charles Veeneman, the auditor, plans to present the fiscal year 2017 audit at the June 2019 meeting.

$3,000 has been input to the fiscal year 2019-20 budget for new park benches/picnic table(s). Tabitha and Meredith will research the impact of weedeaters on the crumb rubber material.

Funding has been added to the budget to cover printing costs of the Welcome Booklet.

Mary Rose stated that Luv It Landscaping has completed the landscaping work on the Preston Hwy median and that donations were being collected for maintenance.

Luv It landscaping will clear and lay mulch in the planters along Preston near Clarks Lane for $560. Tabitha motioned to have Luv It do the work; Mary Rose seconded. Motion passed unanimously.

C&R Asphalt has completed the stopline striping.

The second dogi-pot station has been installed at Village Green Park. Pet waste pickup signage has been placed in the Park. Paul said he has the tool needed to install the replacement toddler swing and will do so in the next week.

Mary Rose motioned for the Clerk/Treasurer to give a summary of Ordinance 2019-002, by title regarding the fiscal year 2020 budget; Meredith Rubin seconded. Pat gave a first summary reading, by title, of Ordinance 2019-002. No further action was taken.

Mary Rose motioned for the Clerk/Treasurer to give a summary of Ordinance 2019-003, by title regarding the 2019-2020 real property tax rate; Tabitha Bircham seconded. Pat gave a first summary reading, by title, of Ordinance 2019-003. No further action was taken.

Pat will mail notice of the public hearings to hear comments on the budget and real property tax ordinances as required by KRS in advance of the June 25, 2019 Board of Commissioners’ meeting.

Mara distribution the Saf-ti-Co quote for the Commission’s review. The Saf-ti-Co work was waived to June 2019, including determining if the distance between the City’s Fire Lane signs is appropriate, the addition of ‘No Parking on Grass’ signage, replacement of the black/white street signs, and securing several stop signs that are loose. Pat will let Mara know how much funding is available for signage in the FY19 budget. Mary Rose motioned to use available FY19 funds for street signage; Tabitha Bircham seconded; motion carried unanimously.

The Commission continued discussion of offering an amnesty period for those with outstanding parking citations to pay before further penalties are assessed. The Commission continued discussion regarding possible permits for City residents for parking on streets between 2:00 a.m. and 6:00 a.m.

Assistant Chief Laun is assisting with verbiage to define ‘parking on front lawns’ for the City’s Code of Ordinances.

New Business:

Mayor Amshoff discussed the current Audubon Park Police contract with the Commission. Audubon Park has requested to amend the contract expiring at June 30, 2020, to add an additional $5,000 increase for the 12-month period beginning July 1, 2019 though June 30, 2020. Going forward, Audubon Park wants to continue to negotiate for police protection services for one-year terms.

Assistant Chief Laun discussed the benefits of police protection for Parkway Village, including:

- Low crime rates

- House/business checks

- Response times

- Salaries can be increased to retain quality officers who are vested in the community

Mayor Amshoff called for a special meeting to be held for the Commission to discuss the police contract issue, location/time/date to be determined.

Meredith Rubin motioned to adjourn the meeting; Tabitha Bircham seconded; meeting adjourned at 8:13 p.m.

Respectfully submitted:

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Patricia Gould, City Clerk/Treasurer Thomas Amshoff, Mayor