

**THE MEETINGS ARE TAPE RECORDED. YOU MAY MAKE AN APPOINTMENT TO LISTEN TO RECORDINGS OF ANY MONTHLY COUNCIL MEETING.**

The regular meeting of the Bromley Council began with a pledge to the flag at 6:32 P.M.

ROLL CALL: Mike Kendall, Larry Hamant, Nancy Kienker, Mayor Jobe, Attorney Vocke, Mike Denham and Gail Smith. Tim Wartman is absent.

The April minutes were approved on a motion by Smith and a second by Kienker. Roll call: all aye. The motion carried.

**AUDIT PRESENTATION FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

John Chamberlin from VanGorder, Walker & Company presented the fiscal year audit ending June 30, 2016. Mr. Chamberlin briefly reviewed each page of this audit. **This report is available in the office.** The rule of thumb is to have three months of funding in reserve in the event of an unpredictable occurrence. The City meets this standard.

Expenditures are accurate due to the fact that amended budgets are prepared as required.

One concern of the auditors is "segregation of duties" which is termed as a significant deficiency. This is due to the fact that there are only two office employees.

The auditors encourage the City to hire a professional to assist with journal entries.

Attorney Vocke has contacted the Kenton County Police who have no date for release of Bromley's computers that were confiscated. Mr. Vocke may have to contact the State Police for more information. The Auditor stated that computer data backups should have been done frequently. Sophicity does a backup of all computer data on a daily basis (multiple times daily).

**Please contact the office during regular office hours if you would like to review the audit in its entirety.**

**CITIZEN REPORT**

Joe Tewes, 231 Moore Street, is concerned as he has been threatened with a lawsuit in regards to water and gravel runoff on and near his property (Mayor Jobe has a copy of the letter that Mr. Tewes presented to him at tonight's meeting regarding this matter). Mayor Jobe and Schutzman have met with both the Water District and SD1 in regards to this issue. No one wants to take responsibility for the runoff problem (the gravel and water run from the hillside and continue down Rohman Avenue).

The Mayor will give Mr. Tewes contact information for the Water District (they call the runoff an act of God and not their responsibility). Mr. Tewes would like their word along with some documentation from the Water District saying that he is not at fault for the runoff situation due to an threatened lawsuit.

**Mr. Tewes will take care of the issue of a petroleum product spilled on his property.**

Another issue that Mr. Tewes is dealing with is disrespectful and belligerent children coming onto his property and causing damage. Chief Stanley (Park Hills Police-PHP) will contact the parents.

**The Council had entertained a motion to turn** the one-way sections of Shelby Street into two-way traffic. Letters regarding this possible change were mailed to all residents and/or property owners of the properties involved.

Joe Tewes owns property in the vicinity and has mixed emotions about the change. He stated that vehicles drive both ways all the time on the one-way street.

Marco Sansone is okay with two-way traffic.

Bonnie McDaniel has sent a letter requesting that the street remain one-way.

Others who are present who would like the street to remain one-way are: Mr. Gharst, Ms. Barnes, Scott Meyer, Ms. Eckhart. A show of hands (majority of six) would like to see the street remain one-way. Denham moves to allow the two sections of Shelby Street to remain one-way. Smith seconds. Roll call: all aye. The motion carried.

Ms. Eckhart, 17 Shelby, suggests that PHP monitor the stop signs on Main Street. She has lived at this location (Shelby and Main) for fifteen years and people run the stop signs all of the time. Chief Stanley will pursue this matter.

Chris Shivner will meet with Joe Schutzman in regards to opening a restaurant and Sunday Bar at the "Simpler Times" location. He has several other businesses in surrounding areas. He has sample menu ideas for Council to review and samples of garlic bread. Kendall and Denham wish him the best of luck and would like to see a new business in town. Schutzman agrees if the business is in compliance. Schutzman and Mr. Shivner will go over plans, as well as zoning and parking issues.

### **BUILDING INSPECTOR REPORT**

Code Enforcement Board (CEB) met at 6:00 p.m.

Schutzman, Attorney, and one member of the CEB met in regards to bringing all paperwork up to par. The top names on the blight list will receive reissued citations and original copies will be kept in the City office. Notification will be sent by certified mail and recorded back to the Clerk's office for our files in order for Bromley to comply with HB422 stipulations. Final orders will be issued if there is no response from the certified mailings, which will help to shorten the process. The Attorney feels that 7-day notice and regular mail would suffice, but a Judge may feel that this is not due process. Sending the notification by certified mail "seals the deal" and the Attorney suggests 14-days of notice.

Schutzman would like this information posted on the website, which is still being set up by Sophicity. Schutzman can mail and post notification to the property. Smith suggests that photos be taken as proof of notification when postings are left on the door of the property.

Denham moves that Schutzman contact Bob France, Public Works, when grass becomes too high at vacant properties. France is to determine whether he is able to cut the grass himself or have it cut by Shane Hamant. Smith seconds. Roll call: all aye. The motion carried.(When asked, France was in agreement with this motion).

Schutzman reports that the property at 311 Pike is owned by HUD who has informed him to leave the grass alone. They are supposed to see that it is cut every two weeks. This property is supposed to be vacant but there may be someone living there.

Kendall, Denham and Schutzman visited 214 Pleasant Street. The decision to demolish this house or to allow someone to purchase and restore it is difficult. It was suggested that we go through the City Attorney to obtain public bids for this property (Schutzman feels that it is terrible condition). Smith moves to take the house down at this location. DISCUSSION: Marco Sansone suggests that, if the property is purchased, a time frame should be set into place for all remodeling stipulations to be met and, if the stipulations are not met, Plan B would go into action and the building would be torn down. (Remodeling stipulations are to be made by Schutzman).

The Attorney suggests that a purchase contract be drawn up stating the remodeling stipulations and stating that the property is subject to inspections. He would like to meet with Schutzman regarding this property.

Kendall would like for the City to stop purchasing properties and tearing them down.

Smith amends her motion to allow the proposed conditions regarding 214 Pleasant to be set into place. Denham seconds. Roll call: all aye. The motion carried.

**POLICE REPORT**

This report is available in the office for review.

There is currently a “vicious dog” ordinance in place for Bromley. The Attorney stated that there is a constitutional issue involved when “pit bull ordinances” are set into place.

Chief Stanley requests that the City consider extending the current PHP contract into 2025 at the same rate, \$100,000.00 annually (currently the contract runs through 2020). Smith moves to allow the contract to be extended into 2025. Hamant seconds. Roll call: all aye. The motion carried. PHP has been with Bromley since 2012.

**FIRE DEPARTMENT REPORT**

This report is available in the office for review.

The Festival Committee has met and it has decided that they are NOT having a festival. There are issues with rides, licensing, closing the street, gambling, rental of tables and chairs, etc.

The City building does not meet the requirements necessary to have a fish fry.

The Fire Department is currently having a fundraiser at Skyline on the third Thursday every month.

Terry Keller informed Denham that money from the last festival should be in the hands of an investment firm. Mayor Jobe stated that some of the profits were used to replace gear.

No one received the copy of the contract which was sent via email. It is to be resent.

The fire department is giving up their squad license. Bromley Volunteer Fire Department (BVFD) will provide a truck to assist Crescent/Villa Fire Authority (CVH) and the first responder to go will be an EMT (this will be specified in the contract between BVFD and the City). The decision to give up their squad license is being made because of BVFD’s inability to get a crew together to make a run. BVFD waited to sign off on the squad until this Council was informed. They can still run, but not efficiently.

BVFD rates will decrease with the removal of the squad and CVH fees are to remain the same.

Pricing was discussed. Mayor Jobe stated that not all tax dollars are used for squad funding. Fees collected from runs are also used. No CPI increases have been put into the contract for a couple of years, per Chief Jobe.

A copy of the fire department’s budget will be given to the City.

All contract matters, including pricing, will be discussed next month.

**HALL COMMITTEE**

The hall was recently rented. Hamant was unable to provide an entry key. Smith unlocked the building. The renters were unable to clean up the trash because all containers were full. Terry Keller explained that the BVFD used all of the cans when they cleaned the patio area.

France reports that a light fixture in the Council chambers needs some repair. He feels an electrician is needed. He will not do electrical repairs. Terry Keller will pursue this matter. He may be able to get new fixtures at no cost to the City. He is willing to see that the fixtures are replaced. The City has no problem with this being done.

**ROAD AND LIGHT REPORT**

Denham reports not a lot going on in this department. The broken utility pole was replaced in the park at the corner of Pike and Steve Tanner.

**MAIN STREET PROJECT DISCUSSION**

Denham, Kendall and Kienker met with Berling and reviewed a set of plans for this project. Brian Beecher from Duke Energy did not pursue the streetlighting for this project because he was informed that the project was cancelled. Mr. Beecher will obtain pricing and other information regarding the project as soon as possible and Council will be informed.

The tree is down at 509 Main and drainage issues involving SD1 are being addressed at this location. Denham is pursuing a piece of equipment that would enable France to clean the curbs around parked vehicles.

Leaving grass clippings in the street continues to be a problem. The Attorney says that doing this is illegal and an ordinance was enacted for this very reason.

**ATTORNEY REPORT**

The Attorney reports that he has received a call from the Attorney representing Shakey's Lawn Service regarding bid fees that they felt were due to them. They believed that their bid was the only one received when, in fact, there were two received.

The Attorney has received a check for delinquent taxes on the Mattingly property.

Smith has put projects on hold for the upcoming budget except for necessities. If revenues increase the budget can be amended.

Kendall reports that Smith has been working hard on the B/P payroll and gross receipts tax situation (he is assisting). Some of their findings show that we are fairly even with the funding which may be in our favor. Her budgeted figure on gross receipts for B/P is very conservative. Money received for gross receipts from B/P will be put into a C.D. and held in the event that they say that they have overpaid us.

The Attorney read Ordinance 5-1-17 for the first time. This ordinance sets the tax rate for 2017-18. Smith moves to accept this ordinance reading as presented. Denham seconds. Roll call: all aye. The motion carried.

The Attorney read Ordinance 5-2-17 for the first time. This ordinance adopts the 2017-18 budget. Smith moves to accept this ordinance reading as presented. Denham seconds. Roll call: all aye. The motion carried.

The Attorney thanked the Mayor and Council for flowers sent for his father's funeral.

**MAYOR REPORT**

The Mayor thanked all committees for doing an amazing job.

**WAYS AND MEANS—NO REPORT**

**PARK AND PLAYGROUND REPORT**

Wartman is absent.

France is trying to repair a water runoff issue at the park in an area facing the garage. He has built a retainer barrier but the water continues to come around from the upper level of the playground. He will continue to try and correct this problem.

**INSURANCE AND GRANTS**

Kienker, Denham and Kendall met with a representative (Amy Martin) from NKADD. This organization has a lot of grant money (\$22,000,000.00) but a lot of requirements must be met to qualify for funding. Our members will set up a “plan for the future” to submit to Ms. Martin. They spoke to her about sidewalks, and for the playground: shelter-restrooms-basketball court-equipment-dirt for the field-covered dugouts. She prefers to do a “City Vision” and she will address Council. The service comes with a fee. Someone certified must administer the grant. We can use their services or obtain our own certified administrator. A plan will be put together and a fee estimate will be provided.

Traffic issues on Route 8 were discussed. The Kentucky Transportation Cabinet may be asked to set up traffic monitors. There is a site to obtain historical data on this road.

**Smith moves to accept all committee reports. Kienker seconds. Roll call: all aye. The motion carried.**

**OLD BUSINESS**

Kendall stated that the April minutes reflected that the Bobcat bid would go out as \$35,000.00 but the Mayor amended the bid price to read: \$33,678.00, which was the purchase price of this piece of equipment. Smith says that bids need to be date and time stamped. The Mayor stated that Bluegrass Diesel has offered to buy the Bobcat back from the City for the original sale price. The Attorney will review the wording of the bid notification and look into what can be done in the event of a tie bid.

**NEW BUSINESS**

Chief Stanley and our Attorney are still working to obtain the accident report in regards to the guardrail on Bromley Road and the utility pole accident at the park.

Kienker has received an invitation from Ludlow’s Mayor for our Council to walk in the Memorial Day Parade.

There is to be a ground breaking event (Riverfront Commons Trail) in Ludlow on May 5, 2017 at 10:30. PHP will meet with Joe Tewes in regards to numerous calls (BVFD and PHP) to his 111 Pleasant Street property. Mr. Tewes wants no problems at his property. He had asked that PHP inform him of any issues. This has not been done.

**COMMUNICATIONS**

Panorama Anniversary Gala: SD1 Budget: Municipal Aid Cooperative Program

**BILLS**

Smith moves to pay the bills. Kienker seconds. Roll call: all aye. The motion carried.

Smith moves to adjourn. Kienker seconds. The meeting adjourned at 8:50 p.m.

MAYOR \_\_\_\_\_ CLERK \_\_\_\_\_

