

City of Hills and Dales
Minutes of the City Commission Meeting
Thursday, November 10, 2022
7:00 p.m.

The Commission met in regular session on Thursday, November 10, 2022, at 7:00 p.m. at the home of Mayor Pro Tem Roger Owen at 3315 Mt. Rainier Drive. City Officials present were Mayor Pro Tem Roger Owen and Commissioners Michael Adair, and Andreas Wokutch, and Treasurer Joan Taylor and City Clerk Jeanne Keats. Also present was Commissioner-Elect Bill Bowman. Mayor Ralph Johanson and Commissioner Barbara Rogers were absent. Mayor Pro Tem Owen called the meeting to order.

Minutes

Mayor Pro Tem Owen called for a motion to approve the October 13, 2022 Regular Commission Meeting minutes. Commissioner Adair so moved, Commissioner Wokutch seconded and the Commission approved by unanimous vote.

Resident Comments

No residents were in attendance.

Treasurer's Report on Financials

Treasurer Taylor reported on financials through October 31, 2022. She told the Commission the Balance Sheet showed City assets of \$330,020.19 and the City has no liabilities; the Profit and Loss Detail showed total income for the month of September of \$46,068.57 and total expenses of \$5,686.23; and the Profit and Loss Budget vs. Actual showed that revenues and expenses were in line with the budget.

Mayor Pro Tem Owen called for a motion to approve the Treasurer's Report on October financials. Commissioner Adair so moved, Commissioner Wokutch seconded and the Commission approved by unanimous vote.

Treasurer's Discussion on the City's Investments

At the October Commission meeting, Treasurer Taylor asked the Commission to consider adding individual high-quality corporate bonds to the City's authorized investments in order to provide additional diversification and greater growth opportunities in the City's investment portfolio.

At this meeting, Treasurer Taylor reviewed the City's investment categories and the percentage invested in each category. Total invested funds as of October 31, 2022 were \$196,968.50. The distribution was as follows: 39.7% in a money market account, 23.4% in government-backed securities and 36.9% in certificates of deposit insured by the FDIC. All investment categories earn interest of less than 3%.

First Reading – Ordinance 2022-6 Second Amendment to City of Hills and Dales Investment Policy

After Treasurer Taylor's comments on the City's investments, the Commission discussed a draft of Ordinance 2022-6, an ordinance which would amend the City's Investment Policy (Ordinance 2005-1) but remain in compliance with KRS 66.480.

After discussion, Mayor Pro Tem Owen called for a motion to accept the First Reading of Ordinance 2022-6, the Second Amendment to the City of Hills and Dales Investment Policy which would ADD both high-quality corporate bonds and mutual funds to Authorized Investments and DELETE uncollateralized certificates of deposit, bankers' acceptances and commercial paper from Authorized

Investments in the City's Investment Policy. Commissioner Wokutch so moved, Commissioner Adair seconded and the Commission approved by unanimous vote.

A second reading and vote on passage will take place at the December 8 Regular Commission meeting.

City Clerk's Report on Planning Committee

City Clerk Keats told the Commission that tomorrow she will mail a ballot to residents listing the three candidates for Planning Committee and instructions for voting. The mailing will also include a copy of Ordinance 2022-5 (an amendment to Ordinance 2018-1) which will allow Planning Committee members to appoint a new member if a mid-term vacancy occurs.

REGULAR COMMITTEE REPORTS

Administration and Environment

November Election

The Commission has learned that on November 8, Andreas Wokutch was elected City of Hills and Dales Mayor for a 4-year term, January 1, 2023 through December 31, 2026; and Michael Adair, Bill Bowman, Roger Owen and Barbara Rogers were elected Commissioners for a 2-year term, January 1, 2023 through December 31, 2024. **All will take the Oath of Office and be installed at the December 8 commission meeting.**

Commission Committee Assignments

Mayor Pro Tem Owen reviewed the proposed Commission Committee assignments for the new terms. The Commission members present requested no changes. The Commission will enact a Municipal Order formally establishing these Committee assignments at the January 12 meeting.

Roads, Maintenance and Utilities

Initial Fall Entrance Cleanup

Commissioner Owen reported that Green Up, LLC performed an initial fall leaf cleanup a couple of weeks ago and a second cleanup yesterday. The cost for the first cleanup was \$250.

Tree Removal

Commissioner Owen reported that the five trees at the entrance marked for removal in October have been cut down by Lopez Tree Service. The agreed upon price was \$2,000 and the City is awaiting the invoice.

Ready Electric – Replacement of Electric Line

At the October meeting, Commissioner Owen reported that Ready Electric had identified some issues regarding both boring and trenching for the installation of a new electric line to feed power to the entrance. Those issues have not been resolved.

Small Creek Rock Drainage Proposal

Commissioner Owen recommended to the Commission that this project be delayed until spring.

Snow Removal

At the October meeting, the Commission approved the services of Nally's Lawn and Landscaping for the City's winter snow removal services based on the proposal Commissioner Owen received. Commissioner Owen told the Commission that Mr. Nally has told him that the proposal constitutes a contract once it is signed on behalf of the City. Therefore, he will sign it on behalf of the City, and also make certain that the City is provided with a current certificate of insurance. Treasurer Taylor will pay the required

retainer fee of \$250 per month for the months of January, February and March. This non-refundable fee will be applied towards any snow removal services performed in those months.

Technology Services and Community Security

Camera Update

Commissioner Adair told the Commission that the entrance cameras are in good working order.

Website Update

Commissioner Adair told the Commission he has continued to work on the functionality of the community website focusing on making it more user friendly. He used a tablet to show the Commission some of the work he has done, and he said he would send a log-in link to city officials so that they can review the site and make comments and approve the content.

Communications and Neighborhood

Holiday Gathering

Commissioner Rogers was absent from the meeting, but she sent word that she plans to send a notice of the upcoming City holiday gathering to residents shortly. The event is scheduled to be held at the home of David and Cindy Daunhauer at 3303 Mt. Shasta Way on Friday, December 16, at 7:00 p.m.

Legal and Governmental Relations

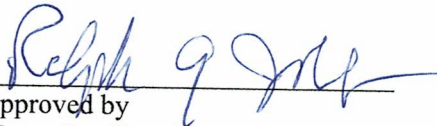
No report.

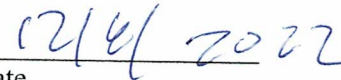
Other Business

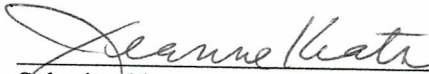
There was no other business.

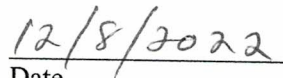
Adjournment

There being no further business to come before the Commission, Mayor Pro Tem Owen called for a motion to adjourn, Commissioner Adair so moved, Commissioner Wokutch seconded and the Commission approved by unanimous vote. The meeting adjourned at 7:40 p.m.


Approved by
Mayor Pro Tem, Roger Owen


Date


Submitted by
City Clerk Jeanne Keats


Date

NEXT MEETING-Thursday, December 8, 2022, at 7:00 p.m. at the home of Mayor Ralph Johanson at 3209 Mt. Rainier Drive

ALL NEWLY ELECTED OFFICIALS WILL TAKE THE OATH OF OFFICE AT THIS MEETING!