

CITY OF WINDY HILLS

Minutes of Regular Council Meeting
September 12, 2022

The Council and Officers of the City of Windy Hills met at Sojourn Community Church East, 2501 Rudy Lane, at 7:00 P.M. Mayor Helen Davis called the meeting to order.

ROLL CALL: The following were present:

MAYOR

Helen M. Davis

COUNCIL MEMBERS

Bruce Blue
Kate Greer
Marcia Myers
Marianne Rademaker
Suzanne Spencer
Laura Trachtenberg

OTHER CITY OFFICIALS

Christine Haner, Clerk
Attorney Timothy Mayer
Don Ryan, Code Enforcement

MINUTES:

Councilwoman Greer moved to approve the minutes of the August 8, 2022 Council meeting; seconded by Councilwoman Trachtenberg. The motion passed unanimously.

FINANCIAL REPORTS, APPROVAL OF BILLS:

Councilman Blue moved to approve the August 2022 Financial Reports; seconded by Councilwoman Trachtenberg. The motion passed unanimously.

Councilman Blue moved to approve the August bills, totaling \$81,645.12 and was seconded by Councilwoman Trachtenberg. The motion passed unanimously.

Councilwoman Spencer asked a question pertaining to the correlation of the August bills to the Profit & Loss statement. Mayor Davis answered her question.

Furthermore, regarding Financial Reports, Mayor Davis stated that if there were no objections she wanted to deviate from the Agenda to discuss the audit. This was necessary to accommodate the schedule of **Mr. Matt Huelsman of Jones, Nale & Mattingly PLC**. Mr. Huelsman presented the results of the audited financial statements of the governmental activities and the major funds for the year ended June 30, 2021. His report is summarized as follows:

The Management Statement and Auditor’s Response Opinion was pronounced to be a “clean, unmodified opinion”. The Summary of Financial Statements and Highlights encompassed our

net position of Cash being \$1M and Certificates of Deposit being \$154K. The Road Fund has a dedicated \$305K. Ultimately the Assets equal the Liabilities and Net Position at \$2.1M.

Regarding the Statement of Activities, Mr. Huelsman stated the increase in net position deemed us in a “strong position”.

Some of the pages of the Audit Report simply state the financial statements in a different way designed specifically for Governmental Agencies.

Eight pages of the report were notes, some of which were a summary of policies regarding cash and certificates of deposits as sources of revenue. A note made regarding the investments and deposits revealed a good number for the balance of cash and CD’s. One note reported large purchases differently from capitalized asset additions.

Mr. Huelsman explained a customary note which was a disclosure of issues related to COVID-19. This note will likely be dropped in the future. It is included on all audit reports occurring during the pandemic and not unique to Windy Hills.

The overall highlights of the audit revealed higher revenue and lower expenditures resulting in a net increase of \$56K. We were under budget overall but it was noted that the Road Fund was slightly over budget by \$10K due to higher repair costs.

The Internal Controls related to office and accounting procedures were sound. The audit report also included a formal letter to the Council.

The City will be conducting another audit for the fiscal year ending June 30, 2022 in October 2022.

RESIDENTS’ COMMENTS/CONCERNS:

None

MAYOR'S REPORT:

Police Report: There were 96 hours of Police support and we paid for 96 hours. They conducted 3 hours of radar with no tickets or warnings. The police issued 3 overnight parking citations.

The Mayor thanked Kate Greer, Laura Trachtenberg, Bruce Blue, Marcia Myers, Christine Haner, Joyce and Ed Bridge, and Tom Davis for helping with the 70th Anniversary Celebration. She also thanked Metro Councilwoman Paula McCraney for attending the event and presenting the City with a Metro proclamation honoring Windy Hills. The City was also recognized with 2 other

proclamations: one by the Mayor Greg Fischer and Senator Karen Berg and our City Clerk, Christine Haner, also had the Kentucky State Senate recognize our City.

Mayor Davis reported that she has been working with our attorneys and Mayor Larry Lewis of Woodlawn Park on the rezoning of 4301 Westport Road from residential R-4 to C-M Commercial Manufacturing. We need to secure 300 signatures on a petition to move the rezoning hearing from a day-time meeting in downtown Louisville to a more convenient, night meeting at a location in either Windy Hills, St. Matthews, or Woodlawn Park. She also thanked Windy Hills volunteer, David Lee, and his committee for working to secure the required signatures to move the meeting. Attorney, Tim Mayer represented the City at the Committee Meeting and will have more information in his report.

The house at 726 Indian Ridge is for sale.

COMMITTEE REPORTS:

Finance and ARPA Committee: **Councilwoman Rademaker** reported:

The ARPA Committee discussed formalizing procedures for the designation of ARPA funds. During New Business, a resolution will be read. Essentially, ideas or recommendations for fund use will be submitted to the ARPA Committee. The Committee will then meet to review the request and to make sure the stated criteria is met in regard to the request. If approved by the Committee, it will be recommended to the Council by the Committee. The Council will then vote on any proposals.

Code Enforcement: **Don Ryan** reported:

August was a transition month as Mr. Steve Teaford assisted Mr. Ryan in his new role as Code Enforcement Officer. Mr. Ryan is making his rounds weekly and addressing issues as notified by City Hall. There was nothing new to report.

Windy Hills Green/City Maintenance/Tree Board - **Councilwoman Greer** reported:

GREEN

SavATree has started pruning on the Green. They have climbed up trees, cut out dead wood, and cut down the wild growth on the west side of the Green that was invading the memorial trees. They still have to do more on the wild growth but it involves spraying the roots. They waited until after the 70th Anniversary Event September 4, as the spray would have made the area look unattractive.

Later this fall we will replace a redbud that was broken and now gone. (The plaque is still there, however.)

We also need to determine where to plant replacements for various memorial trees that we know will be removed when the road is widened. We will have to keep an eye on the ones that may be injured by construction.

TREE BOARD

Councilwoman Greer met last month at Scott Breeland's home. Plans were made for Arbor Day. There will be "goody bags" for children, activities for children, cake (leftover from the anniversary celebration), lemonade and water. We will raffle one free tree. Speakers will include a representative from City Maintenance, someone who will speak about the importance of clean waterways, Metro Councilwoman Paula McCraney, and arborist Caroline Westfall.

The Board's work plan for 2022-23 is to maintain the trees planted by LG&E on Westport Road. This includes watering them and replacing any that need replacing, etc. We already know two redbuds need replacing. We also hope to encourage more people to take advantage of our tree subsidy program and get educational information out in our printed newsletters and the *Breeze*.

She is aware that the fence on Regency needs the mildew removed and will personally clean it.

Brownsboro Lawn Care pruned a tree and shrubs in the Clerkenwell Circle when they weeded.

The re-scheduled Arbor Day Celebration will be held on Sunday, October 9, 2022 from 3-4:30PM at the Recycling Center on Hubbards Lane.

Newsletter/Parade & Picnic - Councilwoman Myers (in her words):

NEWSLETTER REPORT

On August 11th, the August edition of The Breeze went out to 714 recipients. 491 were opened which is 70% - a very good rate for e-mails of this type. Additional communications went out related to the public hearing and the 70th Anniversary celebration.

A 70th Anniversary Edition of the newsletter is being prepared to be mailed to all residents and businesses. The deadline for contributions (including brief candidate bios) is Wednesday, September 14th at noon.

October and November issues will be in The Breeze format with deadlines on October 12th and November 16th.

Community Caring/Health & Fitness/Welcome to Windy Hills – Councilwoman Spencer:

Councilwoman Spencer reported the following:

Welcome to Windy Hills: There were seven new residents in August. There were two sales that may or not be new residents, but likely a change in ownership.

Caring Community: The Herbig family would like a memorial bench at Clerkenwell and Windhurst.

Health and Fitness: No report.

Plaques on The Green:

The plaque under the dead Wisley Witch hazel, gift of Summit Office Park, was removed. It can be placed under a Wisley Witch hazel tree on the Brownsboro side of the Signature Entrance. The plaque is currently in Councilwoman Spencer's garage.

Councilwoman Spencer plans to forward the information she received from Mr. Keith Downs, the project manager for widening the road at Brownsboro and Rudy Lane to the Council in the event they did not receive the information.

Regarding Holiday Décor – the bows need to be refreshed this year if funds can support the purchase.

Public Works – Councilman Blue (in his words) reported his actions:

- Met with City engineer and Flynn Brothers about making a 3-way stop on Indian Ridge to slow down traffic. It will be done during paving project.
- City engineer and I met about the blind curve issue on Two Springs Lane. He said to cut back brushes and branches, not the trees to solve issue. The homeowners will have to cover the cost. 90% to center homeowner, 5% to house facing west and 5% to house on corner of Two Springs Lane and Two Springs Place.
- Code Enforcement Officer to write letters to three households.
- The issue of losing power on Two Springs Lane is being addressed by LG&E by new underground wires and a new transformer.
- EcoTech provided trash and recycling boxes for event on Green.
- Met with homeowners on Deerfield and we settled that the street would be repaved next cycle, not this year.
- Foeburn Circle to be maintained by Windy Hills.

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- Which streets paved this cycle will be listed in next issue of Breeze.
 - We had no one bid on snow & ice removal for 2022-2023, so we called contractors to bid privately. We have two bidding.
 - Overgrowth on 2400 of Rudy Lane. We will contact Metro Louisville.

Food Truck – Councilwoman Trachtenberg reported:

Made in Brazil will be the food truck for Monday, October 3rd, 5-7PM.

The 70th Anniversary celebration on The Green went well.

City Clerk – Christine Haner reported:

On September 1, a Records Destruction Certificate was mailed to the KY Department for Libraries and Archives, Records Management Division, to report the shredding of an estimated 3 cubic feet of records by the City. Series L5001 (Deposits), Series L5011 (Accounts Payable/Paid Bills), and Series L5043 (Quarterly Municipal Tax Premiums Returns were shredded by The Paper Predator in Shelbyville KY, contracted by the Summit Executive Suites. The documents covered 2017, 2018 and part of 2019. This was precisely done in accordance with the Records Retention Schedule for Municipal and Local Governments. The last time a Records Destruction Certificate was completed was on 2/6/2019 for the destruction of documents from 2015 and 2016.

Mail theft and check forgeries have seen resurgence in our area. St. Matthews and Indian Hills have been affected, as well. Mayor Davis and the Clerk have discussed this and the mail procedures for our building have been reviewed. Additionally, our bank has been consulted for optional services to safeguard Windy Hills if needed.

UNFINISHED BUSINESS:

No unfinished business remained for this meeting.

NEW BUSINESS:

Councilwoman Rademaker read Resolution #1, 2022-2023:

Coming from Committee, no second was necessary. A few questions were clarified from Councilwoman Greer and Councilwoman Spencer. Having no further discussion, a vote was called and unanimously passed.

ATTORNEYS COMMENTS:

City Attorney **Tim Mayer** stated he is continuing to support Windy Hills in the tasks of the Westport Road development, 726 Indian Ridge sale, snow removal bids, Code Enforcement issues, and the ongoing project of reviewing current Ordinances, potentially cleaning up the language and suggesting updates.

COMMENTS/QUESTIONS TO THE COUNCIL AS A WHOLE:

A question was asked about the time frame in which ARPA funds must be put to use. Mayor Davis answered that spending must be completed in 2024 and properly reported in the year 2026.

In regards to a paving question - paving will start in approximately two weeks.

Councilwoman Greer moved to adjourn the meeting at 7:55PM; seconded by Councilwoman Trachtenberg, and the motion passed unanimously.

Helen Davis, Mayor

Christine Haner, City Clerk