

**City of Brownsboro Farm
Regular Commission Meeting
Tuesday, September 14th, 2021**

A regular meeting of the Brownsboro Farm City Commission was held on Tuesday, 9/14/2021. The meeting was called to order at 7:33 p.m. Present were Mayor Kim Franklin, Mark McGrath, Tim Quinn, Katie Danner, Lisa Holthouse and City Clerk/Treasurer Blake Watson. Also present were members of the Playground Equipment committee, Code Enforcement Officer George Stewart, Laura Mosher and City Attorney Jim Hodge.

The meeting was called to order at 7:37.

The Agenda was adopted. Motion by Mayor Franklin, 2nd by Commissioner McGrath. Passed unanimously.

The minutes from August were approved. Motion by Mayor Franklin, 2nd by Commissioner Danner. Passed unanimously.

George Stewart

George Stewart advised that he has written several warnings for different violations which included parking on street, overgrowth issues in lawns and yard signs being up for extended lengths of time. He gave parking notices to Mayor Franklin, and she mentioned she would investigate length of time allowed for company yard signs. One sign in front entrance way was the main issue. Stewart also mentioned concerns of dead trees in neighborhood.

Fence/Shed Approvals

4006 Old Brownsboro Hills Road request a 6x5 shed for back of house. Mayor Franklin motion to approve. 2nd by commissioner McGrath. Passed unanimously

Playground Committee

Lauren Moorehead, Brittany Ford & Brian Augustine in attendance – Mayor Franklin spoke with the Kentucky League of Cities regarding spending of the ARPA grant funds. She was advised that it can be used to enhance the health and welfare of the City and improve outdoor spaces as long as it is constructed to serve disadvantaged members of the community, which includes children who cannot be vaccinated and need a safe outdoor space to play. It can also be put in interest bearing account and unused money must be refunded by 2024 but city keeps the interest. Because these are federal funds, under the procurement code we do not need to issue on RPF but must get several quotes which we have received. Lauren Moorehead has looked for bids and worked with Tammy (playground consultant) on what the park would need to build playground. Tammy said swing is directly over sewer line and city should consider putting new playground in front of the bridge. She advised that this will be better, but still partially over sewer line. Lauren Moorehead provided visual representation of plan. Also have plan to extend the swing area and add an orb climber. Tearing down current playground structure was also discussed. Commissioner Quinn wanted sandbox to also be torn down. Quote without demo is currently around \$54,000. Commissioner Quinn suggested that demo did not need to happen right away because the current structure area is not being used. It was also discussed having benches added for parents. Commissioner discussed increasing the request for budget for any unforeseen issues. Mayor Franklin informed Commissioner Quinn that expenses incurred due to increased use of facilities as a result of COVID are covered by ARPA so long as they are incurred after March 3rd, 2021. Replacing the broken pump could be reimbursed from ARPA money since it was due to increased usage. Also discussed replacing baby pool with splash pad so that younger children could have a safe space to swim/play. Motion to construct new playground out of the ARPA grant to not exceed \$60,000 (50165 – City Capital). Conditional motion to approve if approved by lawyer made by Mayor Franklin. 2nd by Katie Danner. Passed unanimously.

**City of Brownsboro Farm
Regular Commission Meeting
Tuesday, September 14th, 2021**

Jim Hodge

A resident had request for 20 years of financials for the park. Jim Hodge, city attorney, advised that the city has a general open records ordinance in place, but will need to update via regulation to provide for specific procedures for a request. This will be reviewed and approved at the next meeting. Question of how many years of records does city clerk currently have.

Laura Mosher

Requested funds for the Fall Festival. The request was for expenses not to exceed \$850 (54200 – Parks Social and Rec). Motion made by Commissioner Danner. 2nd by Commissioner McGrath. Passed Unanimously.

Commissioner Danner

Website is almost ready, just need approval. Also needs commissioners Bio for bio page. Jim Hodge recommended that one person have final say on what is put on the site. Website will also be used for email blasts and surveys. Suggested that only certain people have posting rights. Motion to have only Katie Danner, Kim Franklin and Blake Watson have access to website made by Katie Danner. 2nd by Mayor Franklin. Passed unanimously

Commissioner Danner also suggested that people use tables and front of their driveway for Halloween instead of kids going door to door.

Commissioner McGrath

Kent Abrams will remove the 2 dead trees planted in front of the neighborhood.

Commissioner Quinn

Wanted to check with City Clerk Branson that city did not pay twice for salting streets.

Mentioned that 2 payments were paid for lawn service, amounts of \$2,300 and \$1,700, and wanted to make sure that we were paying lawn bills in a timely fashion. Blake Watson spoke with Dennis Branson was informed that there was extra work done in the month which accounted for the 2nd bill.

Pool is shut down and pool will be scrubbed at the bottom, light will be fixed, and the shallow end's cracked bottom will be patched. Plumber to winterize everything will also quote filling in the baby pool. Thinks there is a leak in the drain line. This will have to be addressed regardless of fixing baby pool or adding new splash pad. There will probably be a long lead time on this.

Commissioner Quinn also made motion to allocate \$350 (54320 – CC Maintenance) for a garbage can pad behind the community center. 2nd by Commissioner Danner. Passed unanimously

Commissioner Holthouse

Suggested we clear out the vines behind the pool fence and leave spruce and boxwoods. Mayor Franklin also mentioned the dead tree on the walking path behind the pool

Wants to put fall flowers in front of the neighborhood, suggested mums. Motion to not exceed \$250 (50680 – Road Fund Repairs and Maintenance) by Commissioner Holthouse. 2nd by Commissioner Danner. Passed unanimously.

**City of Brownsboro Farm
Regular Commission Meeting
Tuesday, September 14th, 2021**

Mayor Franklin

Mayor Franklin mentioned city still owes PPM for some pool maintenance. Will ask Dennis to research payments.

The Meeting was adjourned at 9:13 pm. Motion by Mayor Franklin, 2nd by Commission Danner. The motion passed unanimously.

Kim Franklin, Mayor

Dennis Branson, City Clerk