

**City of Brownsboro Farm
Regular Commission Meeting
Tuesday, December 12, 2023**

A regular meeting of the City of Brownsboro Farm Commission was held on Tuesday, 11/12/23. The meeting was called to order at 7:28 p.m. Present were Mayor Jimmy Stout, Commissioner Katie Danner, Commissioner Richard Moorehead, Commissioner Laura Mosher, Commissioner Brian Augustine and City Clerk/Treasurer Jennifer McIntyre. Also in attendance was Will Atherton & Melissa Green.

The agenda was adopted. Motion by Commissioner Katie Danner, 2nd by Commissioner Richard Moorhead. Passed unanimously.

The minutes from November were approved. Motion by Commissioner Laura Mosher, 2nd by Commissioner Brian Augustine. Passed unanimously.

Financials for November 2023 were also approved. Motion by Mayor Jimmy Stout, 2nd by Commissioner Brian Augustine. Passed unanimously.

Waiting on W4 & I9s for 3 individuals for audit completion.

Motion to approve James Hodge for PPM legal matters in the amount of \$47 by Commissioner Laura Mosher, 2nd by Commissioner Katie Danner. Passed unanimously.

Motion to approve Michael Lorenzen 2023 property tax refund in the amount of \$101.86 by Commissioner Laura Mosher, 2nd by Mayor Jimmy Stout. Passed unanimously.

Motion to approve Brian Durbin's expense reimbursement in the amount of \$19.97 by Commissioner Katie Danner, 2nd by Commissioner Laura Mosher. Passed unanimously.

Motion to approve membership to the Kentucky Municipal Clerk's Association in the amount of \$45 by Mayor Jimmy Stout, 2nd by Commissioner Brian Augustine. Passed unanimously.

Melissa Green will be working on a proposal for the City of Brownsboro Farm by the 1st of the year to manage, employ and pay lifeguards. She will need workers compensation insurance and will work on the logistics of this proposal. She does know someone to issue a bilingual lifeguard practice test. The City of Brownsboro Farm would pay for the backup lifeguard training. Brad's attorney with PPM has never gotten back to the City of Brownsboro Farm by the 11/3/23 due date thus, city to do nothing. With doing nothing this means that the neighborhood kids can't lifeguard and Mayor Jimmy Stout said that we should think about in February or March possibly paying PPM for the neighborhood kids to be released from their 3 year noncompete. Mary T is aware of what Melissa Green is doing with offering this service. Melissa will take on 8 pools and she currently has 5 pools under contract. Suggestion to do a one year contract with lots of lifeguards on call and plenty of communication when the pool is closed or out of commission.

Parks Board

No new updates.

Safety

Radar Sign quote from Traffic Logix Corporation in the amount of \$5,323 was quote by Mayor Jimmy Stout, 2nd Commissioner Brian Augustine. Passed unanimously.

A quote from Safety Co. to supply each sign with the hardware post above and below ground along with a reflective strip in the amount of \$200/sign. To install concrete bollards for each sign for 8 total locations is \$100/location and concrete block/bases are \$50/location. Motion to approve hardware posts and bases not to exceed \$1,400 by Commissioner Brian Augustine, 2nd by Commissioner Kate Danner. Passed unanimously.

Katie Danner

Cookies and crafts with Santa will be held on Sunday, 12/17/23 from 4-6:00pm.

Currently have 4 emails from people participating in Light up the Farm. Motion to approve 2 - \$50 gift certificates for Light up the Farm winners by Mayor Jimmy Stout, 2nd Commissioner Richard Moorehead. Passed unanimously.

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Discussion on forming a swim team board.

Communications will be sent out in January regarding social gatherings.

Laura Mosher

Brian Augustine pooled the Marlin families who are not residents of the City of Brownsboro Farm about their interest level in joining the pool in which all said yes.

Parks Board will work on pool packet next month.

Would like to gather ideas on gaining new members.

Will hold off on Melissa Green and Pool Management for now.

Will call KPM about 2nd quote for retiling the pool.

Brian Augustine

The quote from Flynn Brothers to pave Burning Bush & Broadland Trail is \$76,000. Brian had mentioned that Manor Creek neighborhood had surfaced sealed their roadways. Flynn Brothers will give the City of Brownsboro Farm a quote on surface sealing in January or February. Mayor Jimmy Stout disagrees with how bad roads really are but feels sealcoating is only a 5-year fix.

Can not exceed \$40,000 on paving project in a fiscal year and a suggestion of doing 1 project in June and 1 in July so that they are in two different fiscal years.

Would like to have a deadline for April 1, 2024 on funding ideas for ARPA funds. If there are not a lot of ideas then funding should go to the road. ARPA funds need to be committed by 2024 and spent by 2026.

To do an RFP for paving in April for responses in May with June to make a decision.

Motion to approve water sprinkler parts for hardware regulator in the amount of \$50 by Commissioner Brian Augustine, 2nd by Commissioner Katie Danner. Passed unanimously.

Raatz Fence project is on stand still as they had ordered the wrong fence.

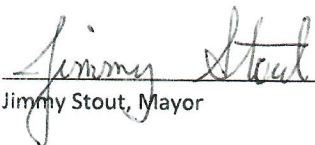
Richard Moorehead


Nothing to report.

Jimmy Stout

Motion to approve Liz Hoffman's building permit for a fence by Mayor Jimmy Stout, 2nd by Commissioner Katie Danner. Passed unanimously.

The Meeting was adjourned at 8:55pm. Motion by Commissioner Katie Danner, 2nd by Commissioner Laura Mosher. Passed unanimously.


Jimmy Stout, Mayor


Jennifer McIntyre, City Clerk