

**City of Lakeview Heights
385 Circle Drive
Morehead, KY 40351**

**SPECIAL CALLED MEETING OF THE CITY COMMISSION
THURSDAY, NOVEMBER 12, 2020
6:00 P.M.**

A meeting of the City Commission was held at the Robert Stivers Community Building, 385 Circle Drive, Lakeview Heights, with the following present:

Commissioner Members Present:

Sam Mason, Mayor
Bob Camuel, Commissioner
Jim Fluty, Commissioner
James Hood, Commissioner
Tim Miller, Commissioner

Others Present:

Amanda Mason, Clerk

Commissioner Members Absent:

None

CALL TO ORDER

Mayor Mason called the meeting to order at 6:00pm.

MEETING MINUTES

October 13, 2020 Special Called Meeting

Commissioner Fluty made a motion to accept the previous meeting minutes. Commissioner Miller made a second to the motion and the motion carried.

October 24, 2020 Special Called Meeting

Mayor Mason presented the previous meeting's minutes. Mayor Mason pointed out that 'Special Called' needed to be added to the minutes. Clerk Mason made a note of the corrections that needed to be made to the minutes. Commissioner Fluty made a motion to accept the previous meeting minutes with discussed corrections. Commissioner Hood made a second to the motion and the motion carried.

OLD BUSINESS

Coronavirus Relief Funds Application and Expenditures

Mayor Mason updated the commission on the application process. Mayor Mason completed the application with little assistance, but while in direct contact with Billie Johnson. He indicated that it took several attempts to submit expenditures to get the items approved by Ms. Johnson. We were approved for approximately \$11,000 in CR funds.

We have already begun purchasing and will continue to purchase our approved items. Mayor Mason intended for the commissioner devices to be ready for tonight's meeting, however did not have enough time. When Mayor Mason went to purchase the electronic devices, he realized that Commissioner Miller had not signed the check as the second signature. After advisement from the former clerk, it was determined that it would be best to call Commissioner

Miller and seek approval for the purchase over the phone. Therefore, he has created a ramification statement to ensure that it is documented that Commissioner Miller provided verbal permission for a purchase of over \$1000. Commissioner Fluty asked if the commission could simply vote to accept the ramification rather than have a signed document. Commissioner Miller said it was fine with either route of approval.

Motion made by Commissioner Fluty to ratify Mayor Mason's action of purchasing over \$1000 without a second signature on the check. Commissioner Hood made a second to the motion and the motion carried with the following roll call vote.

Commissioner Fluty	aye
Commissioner Miller	aye
Commissioner Hood	aye
Commissioner Camuel	aye
Mayor Mason	aye

Mayor Mason will send the commissioners the spreadsheet that outlines all remaining purchases.

Dumpster

The dumpster was well utilized. Clerk Mason indicated that the invoice that right now the city shows as having a -\$318 balance. She will determine if that is an error or if Advanced owes the city any money back.

Trick or Treat report

Commissioner Hood reported that Trick or Treat went well in the City of Lakeview Heights. Many residents and trick-or-treaters followed COVID safety guidelines. Clerk Mason reported that over 25 houses offered early trick or treating to Lakeview residents/children, and it was a huge success. Most Lakeview kids who participated in the early trick-or-treating were able to visit all participating houses before the streets got exceptionally crowded with non-residents. Commissioner Hood will announce the winners of the Halloween Decorating 'contest' soon.

NEW BUSINESS

Treasurers Report

The monthly Financial Report for October was presented by the Amanda Mason, Clerk/Treasurer. Commissioner Miller made a motion to accept the report as presented. Commissioner Fluty made a second to the motion and the motion carried.

Mayor Mason indicated that we would make a spread sheet of Covid Relief Funds.

COVID Numbers and Results

Mayor Mason presented Rowan County Covid data obtained from Harry Clark's office for the commissioners to review. He also presented the commission with the Governor's guidelines for Red Zone counties. Mayor Mason asked commissioners to share the information with residents who ask about what is recommended. The commissioner devices will be ready to be used for the December meeting should the county still be in red.

Election Results

Mayor Mason wanted to congratulate Fluty, Miller, Hood, and newly elected commissioner, Mark Blankenbulher. He also is working to determine exactly when the officer swear in would take place. Elwood Caudill will be sending Mayor Mason that information and he will share that with the commissioner. Fluty asked if the League of Cities would be involved in any way. Mayor Mason said he would check and find out. More than likely, it will take place in a socially distanced way.

Leaf Collection next week

Mayor Mason reminded the commission that leaf collection will take place next week, most likely on Friday, and it would take about two days. Fluty asked if Brown would collect leaves from the streets because there is a large amount of leaves on Beech Tree Lane. Mayor Mason indicated that he would help get those leaves into the ditch for collection.

Information in Newsletter for GADRC information and number

Mayor Mason said he was going to place the GADRC information in the Newsletter to ensure that our residents are aware. The information will also be linked on the Lakeview Heights website.

Future Meetings with Zoom

Technology was purchased so we could meet safely during Covid (especially while in the Red or high orange). The devices are almost ready for pick-up. Each commissioner will have to sign a contact for usage (to cover damages, etc.) before it can be picked up. The devices are set up with the Lakeview Heights Mayor as an administrator and each commissioner will have a login. Each device is engraved with the identifying commissioner computer number and serial number. Mayor Mason gave a general overview of how to use the computers and their general features. He reminded the commission that the devices should be used primarily for city business, but personal email accounts can be added.

Zoom Meeting Software Expenditure

Mayor Mason indicated that the CRF funds could not be used for a year-long license for Zoom since the funds would have to be spent by December 31st. Since Zoom was running a discount, Mayor Mason went ahead and purchased the zoom license for \$127.11 (including tax). Clerk Mason inquired as to whether or not CRF funds could be used to pay for 2 months of the Zoom license. She will look into and submit paperwork, just in case. Commissioner Miller thanked Mayor Mason for the work he put into the application and securing the funds.

Commissioner Hood made a motion to appropriate funds estimated at \$107.49 for 2 street signs and a bracket. Commissioner Fluty made a second to the motion and the motion carried.

Commissioner Fluty made to reimburse Mayor Mason for the professional license of Zoom. Commissioner Miller made a second to the motion, and the motion carried.

Adjournment

With no further business pending and through unanimous consent, the meeting was adjourned at 7:31 p.m.