

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

**REGULAR MEETING OF THE CITY COMMISSION  
Meeting Minutes  
THURSDAY, MARCH 3, 2022  
6:00 P.M.**

A meeting of the City Commission was held at the Robert Stivers Community Building with the following present:

**Commissioner Members Present:**

Tim Miller, Commissioner  
Mark Blankenbuehler, Commissioner  
James Hood, Commissioner  
Jim Fluty, Commissioner

**Guests:**

Amanda Mason, Clerk  
Mark Phillips  
Jocelyn Gross  
Becky Combs  
Matt Cooper

**Members Absent**

Mayor Mason

**Call to Order and Roll Call**

Commissioner Hood called the meeting to order at 6:07pm.

**Public Comments**

Resident Mark Phillips joined the meeting came to ask if he could learn how to do referendum during the next election to add a \$50 or \$100 'special project' tax. He inquired as to what process he would need to go through and how many signatures he would need to obtain in order to get this referendum on the ballot in the next election. He stressed the need for an emergency fund to use if catastrophic, semi-catastrophic, or even basic needs event occurred because at this time we would not have enough funds within our budget to cover such potential costs.

Commissioner Miller told Mr. Phillips that he would need to contact the County Clerk, Elwood Caudill, to inquire about that process and begin taking such steps. Guest Sheriff Sparks also provided Mr. Phillips with Elwood Caudill's office number.

Mr. Phillips also inquired about some water/drainage issues near the end of their street. Commissioner Miller indicated that the commission could look into the issue, and Commissioner Hood reminded Mr. Phillips that he would need to put his concerns in writing and deliver it to the commission.

### **Approve Previous Meeting Minutes**

Commissioner Blankenbuehler made a motion to accept the meeting minutes as presented. Commissioner Miller made a second to the motion and the motion carried.

### **Old Business**

#### **Easter Egg Hunt**

The commission discussed when to hold the hunt. A tentative date was scheduled for 4/16, however Commissioner Fluty wanted to double check the Optimist Club Annual Egg Hunt date before the date was communicated with residents. Commissioners Miller and Blankenbuehler indicated their wives would be willing to spear-head the egg hunt efforts (purchasing supplies, stuffing eggs, and hiding). The commission discussed a budget for the Egg Hunt, and it was decided that \$200 would be a reasonable amount. Commissioner Fluty made a motion to approve a \$200 budget for the Egg Hunt. Commissioner Blankenbuehler made a second to the motion, and the motion carried.

### **New Business**

#### **Gateway Area Development District – Josh Farrow & Team**

Representatives from GADD shared with the commission that as part of a grant, they are working on SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis for all cities and counties within the area. They also shared information about what types of programs are available to individuals (some of which are income based while others are not). If there are individuals who may need services, they provided brochures that we could provide to residents.

Jocelyn Gross spoke to the commission about specific areas of the SWOT analysis in relation to The City of Lakeview Heights and provided the commission with copies of their complete report. The commission discussed other items that could be added to GADD's report, and those were recorded by GADD representative, Matt Cooper.

Ms. Gross notified the commission that Recreational Trail grants are available for trail-related projects. Those RTP grants do require some matching funds (80-20) with a minimum grant about of \$25,000. The land and water conservation fund can pay for playground improvements (with 50-50 matching funds). If these funds are used, it will be a long-term commitment, as areas those funds are used for must remain designated as trails/parks forever. They also discussed the potential for FEMA funds to be used to help with storm drainage problems.

The commission discussed the number of fire hydrants throughout the neighborhood and questioned how long it had been since they had been flushed. There was a question as to which entity oversees the maintenance and upkeep of our hydrants.

Ms. Gross indicated that while although they do not deal with smaller grants, there are foundation-type grants out there that could be utilized as opportunities for growth and improvement for our city.

### **Matt Sparks, Rowan County Sheriff (Speeding Discussion)**

Sheriff Matt Sparks joined the meeting to discuss concerns within the city with speeding. Commissioner Fluty spoke with Sheriff Sparks after the last meeting and asked him to come and speak to the commission regarding the residents' and commission's concerns. Sheriff Sparks discussed options for helping curb the number of drivers who speed and run the stop-signs. Sheriff Sparks indicated that he could get a speed sign for the neighborhood. The commission asked Sheriff Sparks specifically about the effectiveness of speed bumps or if he knew of any speed bumps that were less prone to damage during snow removal. He indicated that speed bumps often just didn't work well in areas that receive snow because of the damage often inflicted during snow removal. Commissioners Miller and Fluty both agreed that perhaps it would increase understanding and effectiveness if speed-related information on the roads themselves.

Sheriff Sparks stated that it has been his experience that individuals usually know what the speed limit is, but they just choose not to abide by it.

Sheriff Sparks stated that scammers have been using his name in attempt to scam residents. He recommended that anytime someone gets a call from what appears to be some sort of state or government agency and asks for money or makes some sort of threat, it is best to call the local office (or look for the office number online) and DO NOT call the number on your phone back directly.

Commissioner Fluty spoke to both Packs and Cliff Lewis regarding the possibility of creating rumble strips but neither entity expressed their ability to complete such a job.

### **Treasurer's Report**

Clerk Mason presented February's Financial Report. Commissioner Fluty made a motion to accept the Financial Report as presented. Commissioner Blankenbuehler made a second to the motion, and the motion carried.

### **Building Rental Agreement**

The commission reviewed the previous Building Rental Agreement. It was decided that the rental fees would increase for both resident and non-resident renters. A separate cleaning deposit would be required (cash or check) but would be refunded if building was left in the same shape it was prior to being rented.

Clerk Mason will create a rental check-list that a commissioner, the mayor, or the clerk will go through with the renter prior to as well as at the conclusion of their rental time to be signed by all parties acknowledging the condition of building.

Although renters can be penciled in, dates will not be 100% confirmed until it has been determined that either the clerk, mayor, or a commissioner will be available to open the building for the renter as well as meet the renter when the rental has concluded. If a Lakeview

Heights city official is not available to open/close the building, the building will not be rented during that time.

### **Building Clean-Up**

The following job assignments were agreed upon in regards to City Building clean-up:

Blankenbuehler – recycling  
A Mason/K Hood – Filing  
Hood – Tables/Chairs back in storage  
S. Mason/Hood – Extra Covid Supplies  
S. Mason – get rid of stuff in front lobby  
Miller – Final onceover

### **Notary**

Commissioner Hood is in the process of becoming a notary. If he does not become a notary, then Clerk Mason will work toward becoming one.

### **Newsletter**

- Egg hunt
- Building Rental
- Speed Limit
- Election Year & Process
- Trash/Garbage clean-up (help keep our city beautiful)

### **Election Year**

Roberta Early has packets (may have city council on the front, but it is actually for our commissioners). The deadline to submit election intention information is early June.

### **Adjournment**

With no further business pending and through unanimous consent, the meeting was adjourned at 8:21pm.

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Sam Mason, Mayor

**James Hood, Commissioner**

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Amanda Mason, City Clerk/Treasurer