

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

**MEETING OF THE CITY COMMISSION  
THURSDAY, JULY 1, 2021  
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:**

Sam Mason, Mayor  
Tim Miller, Commissioner  
Mark Blankenbuehler, Commissioner  
James Hood, Commissioner  
Jim Fluty, Commissioner

**Others Present:**

Amanda Mason, Clerk

**Commissioner Members Absent:**

Josh Farrow, Gateway Area District Development

**Call to Order**

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

**Public Comments**

NONE

**Approve Previous Meeting Minutes**

Commissioner Blankenbuehler made a motion to accept the minutes as presented.  
Commissioner Hood made a second to the motion, and the motion carried.

**Old Business**

**Operation Innovative Response Training – Joshua Farrow**

Mr. Farrow joined the commissioner's meeting to provide additional information on the Operation Gateway that was discussed at the June commissioner's meeting. He reiterated that free health and vision services will be offered to anyone in need. Mr. Farrow asked the commission to help pass along information about Operation Gateway to our residents. Residents from any area are welcome to attend the clinic on a first-come, first-serve basis. The mission is geared toward the uninsured or underinsured, but all are welcome, regardless. Volunteers are needed. Those interested in volunteering can visit [gwadd.org/operationgateway](http://gwadd.org/operationgateway) to sign-up to volunteer.

Commissioner Fluty commented that these services are for anyone, not just those who feel that they can't afford healthcare. It is important to make sure residents/citizens are aware that the services are for anyone who has a health need/concern.

### **City Building Computer**

Mayor Mason informed the commission that because the old computer had been infected with ransomware, a new computer was purchased and is currently set-up and operational.

### **A. Patrick – Fence Building**

The fence building is complete. Mayor Mason said it looks good and appears to be in compliance with the ordinance.

### **328 Circle Drive Fence issue**

Because the property has recently been sold, Mayor Mason indicated he was waiting to find out the names of the new residents before speaking with them about the fence. Commissioner Miller stated that he had spoken to the new resident about the fence issue, but that the commission would need to follow-up regarding exactly what needs to be fixed.

## **New Business**

### **Treasurer's Report**

Clerk Mason presented the Treasurer's report. Commissioner Fluty made a motion to approve the report with the one spelling correction. Commissioner Miller made a second to the motion, and the motion carried.

### **Second City Yard Sale**

The yard sale will be held on Saturday, July 31<sup>st</sup>.

### **Open Records Act – email**

Mayor Mason referenced the KLC magazine recently received. Within the publication, there was an article about the use of personal email for city business. Per the article and the Open Records Act, if you use your personal email account for city business, you run the risk of your personal email account being looked at if city emails are sought via the Open Records Act. Mayor Mason suggested that the city set up Gmail accounts for each commissioner to use for official city business.

Commissioner Miller suggested making the email addresses uniform and easily recognizable by others who are receiving the correspondence. He also suggested looking at individual VPNs.

Mayor Mason stated that until there is a mandate, it would be the commissioners' personal choice as to whether or not they use their personal email account to communicate city business.

### **Virus Protection – IT in a box (KLC) services**

Mayor Mason stated that virus protection would need to be purchased for the city computer. KLC offers a service called "IT in a box." KLC must be contacted to request a quote for virus protection for the number of computers that the city would use. After the recent issue with the city's computer, Mayor Mason and Clerk Mason strongly suggested purchasing some type of virus protection.

Pricing will be presented at the next meeting.

### **Liability and Property Insurance (KLC service)**

Mayor Mason indicated that although the city has insurance on the City Building through Kentucky Farm Bureau, it would be wise to purchase insurance for the commissioners, mayor, and clerk. Clerk Mason will contact KLC to get a quote for coverage for the city's elected officials.

### **City Street Resolution**

Mayor Mason received an email in early June indicating that the city must pass a resolution indicating that our roads are our responsibility.

Commissioner Fluty made a motion that the indicated roads are indeed the property of the City of Lakeview Heights. Commissioner Blankenbuehler made a second to the motion, and the motion carried.

### **Budget First Reading**

Mayor Mason asked the Commission to look at the proposed revenues and expenditures on Ordinance 5 (Budget).

Mayor Mason went over each line item in the budget with the commission and provided comparisons to last year's budget.

During discussion of the budget, Commissioner Miller questioned as to whether the budget took into account a possible property tax increase, which would result in additional revenue for the city. Mayor Mason referenced the KLC law book and read a portion that references tax increases and the steps the city would need to take.

Commissioner Miller questioned what type of increase in taxes the commission would like to entertain.

Because of the need to increase budget expenses in the Professional Fees and Insurance, a discussion occurred about moving the Mowing/Maintenance from a 'salary' position to a line-item expenditure instead. Removing it from being classified as a salary, would decrease the payroll taxes, worker's comp insurance, and could save the city money to only pay for mowing on an 'as needed' basis or via volunteers.

Mayor Mason pulled up the Rowan County Property Valuation Administrator information and showed the Commission how little the City of Lakeview Heights has increased taxes over the past 20 years.

Commissioner Fluty made a motion to accept the first reading of Ordinance 5 (Budget) as drafted. Commissioner Miller made a second to the motion, and the motion carried with the following votes:

Commissioner Fluty – Aye

Commissioner Miller – Aye  
Commissioner Blankenbuehler – Aye  
Commissioner Hood -Aye  
Mayor Mason – Aye

**Special Called meeting for Budget Second Reading**

A Special called meeting will be held on July 15<sup>th</sup> at 6:00pm

**Special Called Meeting date to discuss tax rate**

A Special called meeting will be held on July 15<sup>th</sup> at 6:00pm

**City Building (rental, clean-up, storage, etc.)**

Mayor Mason indicated that one day in July or two ½ days the commissioners should work in the city building to help with general maintenance and upkeep. Additional storage shelves or cabinets may need to be purchased in order to safely store supplies. Another round of sanitizer, masks, etc. will be distributed to residents around the beginning of flu season.

Based on current COVID trends, the building could be opened back up in August for one rental per week.

During the month of July, the building needs to be cleaned, organized, etc. before renting the facility in August. Clerk Mason will email commissioners some dates that she will be working at the building if any of them are willing and able to help.

**Closed Session: KRS61.8010 (1)(c) – Discussion of pending litigation against the City of Lakeview Heights**

Commissioner Miller made a motion to go into closed session to discuss pending litigation against the City of Lakeview Heights. Commissioner Hood 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 8:25pm.

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Sam Mason, Mayor

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Amanda Mason, City Clerk/Treasurer