

**City of Wellington Minutes of Meeting
August 25, 2015**

The City of Wellington's Regular Commissioner Meeting took place in the Farmington Visitor's Center on Tuesday, August 25, 2015. The meeting was called to order at 7:00 p.m.

Attendance: Mike Newton, Sara Sievert, Sandra Moon, Ellen Hauber, Suzie Arrow, Carrie Ritsert, Judy Kaleher, Lois Roby, Whitney Conn (Ethics Committee) and Resident Pam Fackler (2204 Wadsworth).

MOTION to Approve Minutes of June 23, 2015 Regular Commissioner Meeting: Ellen motioned, Sandra 2nd. All in favor.

Updates from Officer Ron Fey – not available. In his absence, Mike Newton reported the following:

- Reviewed the Crime/Complaint log in detail for the months of July and August
- Brian with Farmington reported recent broken windows at Farmington guest house and at Sullivan University.

Updates from Carrie Ritsert, Attorney – All property owners are responsible for maintaining sidewalks and easements adjacent to their property. If the adjacent property is elevated above the sidewalk, the homeowner is responsible for any mud or debris that drains onto the sidewalk and accumulates there. This is a hazard. Drainage violations can be reported to Metro and the resident may be cited. Carrie will confirm the reporting procedure at the next meeting.

Tree Ordinance – Trees are not allowed in the easement. Adjacent homeowners are responsible for all maintenance and upkeep, including trimming out dead wood or removing the tree. Carrie will review the tree ordinance and Sara will advise the property owner at 2519 Brighton.

Updates from Sara Sievert, Commissioner and Mayor Pro Tem

Landscaping/Maintenance – Sara reported the final quote for the Brighton/Lowell island including landscaping (\$11,423), concrete (\$9,925) and lighting (\$8,947) with November being the target completion month.

MOTION to approve \$30,295.92 for the Brighton/Lowell island project – Sandra motioned, Suzie 2nd. All in favor.

Sara reported that all other islands will have a mulch refresh in early September.

MSD Issues – The City will plant Laura Blankenbaker's tree in November.

Street and Curb Repairs, Ramps and Speed Hump Addition – ADC Paving's bid includes street striping, speed hump, street repair. Commissioners agreed to proceed with all this work as long as the overall cost is within the budgeted amounts. Mike will talk to Abicco about removing the damaged curbs at Manchester/Montrose.

Updates from Ellen Hauber, Commissioner

Tree Program – To date, 10 residents have requested free trees to be planted in November. The total budget for trees this year is \$10,000, so funds are available for 15 more trees. Ellen will email residents about this again in September.

Yard Sale – The Wellington city-wide yard sale will be September 12th, from 8 a.m. to noon. Ellen will advertise via Facebook, NextDoor, Yardsale.com, and Craigslist. If we cannot secure a sponsor for signage (approximately \$8 each), Ellen will order 30 signs at the City's expense. Residents can register in advance and get a yard sign. Ellen will borrow "No Parking" signs for the event and Mike will confirm the Police patrol.

Wellington Newsletter – Ellen requested articles for the upcoming neighborhood newsletter to go out via email. She will include a request to residents for new photos of Wellington.

Community Event – After reviewing the options, the commissioners agreed to hold the Wellington neighborhood picnic at the Farmington pavilion on Sunday afternoon, October 18. A budget of \$3,000 is allocated for the event. Ellen will coordinate a "Save the Date" announcement and check on electricity for the event. Sandra has prepared a letter requesting the donation of prizes to be given away at the event. If anyone would like a copy to solicit a neighboring business, she will email a copy. Sandra will confirm if event insurance is needed.

Updates from Judy Kaleher, Treasurer

MOTION to Approve Financial Report for July 2015– Ellen motioned, Sara 2nd. All in favor.

MOTION to Approve Financial Report for August 2015 – Ellen motioned, Sara 2nd. All in favor.

MOTION to Renew Two CDs at Ascencia Bank for 6 months – Ellen motioned, Sara 2nd. All in favor.

Audit and Property Compliance – Judy gave an audit update.

Income Premium Tax Strategies – Judy corresponded with two other small cities and also called Frankfort to see if there is anything else that we can do to secure this revenue stream. According to Frankfort, when an insurance company has over 200 properties, the company is required to check for the residents' city, and Frankfort has a department that reviews this periodically. Most large insurance companies are good about getting this information correct and submitting the five percent premium taxes to the appropriate city. Sandra noted that her insurance company was a large institution, but they have yet to correct this issue for her. Ellen will include an article about the insurance premium tax in the next newsletter and ask residents to check their policies and designate Wellington as their resident city.

Graffiti Removal - Judy reported that a Wellington resident voluntarily cleaned up the graffiti, but the sign was ruined. Suzie will add it to the list of sign replacements or contact 311.

Tax Bills – PVA is still reviewing requests for individual property tax adjustments, so Judy will mail the tax bills in two weeks when she gets the final information.

Farmington Contribution - Commissioners approved a \$600 contribution to Farmington for the year for use of their meeting space for meetings and use of their facilities for our Community event.

New Residents – Judy reported that we have new residents on Wadsworth and Manchester.

Update from Sandra Moon, Commissioner

Facebook – The Wellington Facebook page is getting good traffic and encouraged other officials to post regularly.

Overnight Parking – One parking complaint was addressed by Officer Fey. Sandra presented a draft of the parking ordinance revision.

MOTION for first reading of the amended parking ordinance defining the word continuous as “two consecutive hours.” – Sandra motioned. Suzie 2nd. All in favor.

Animal Control – One issue was reported and resolved.

Updates from Suzie Arrow, Commissioner

Suzie presented options for the Wellington Community Event on October 18. Commissioners agreed to the following plan: a bounce house and slide (\$175); catering, with a meat and two sides (approximately \$8/person); and a sound system (not yet determined). Residents will bring their own beverages. Yard games will be available and no pets are allowed. Suzie, Ellen and Sandra will solicit prizes, gift baskets and give-a-ways from neighboring businesses and information booths that may be of interest to residents.

Signage – Starting tomorrow, KT Signs will replace the following: 2303 Wendell sign and post, Stratford/ Manchester stop sign, and no parking sign on Brighton. The total cost is \$325. Judy will contact Strathmoor Village for a referral on a vendor who does post replacement so we can replace stop sign posts as part of our long-term plan. Lois will send a letter to Sullivan requesting the replacement of fading or damaged signs bordering Wellington.

Block Watch – Due to her time availability, Megan Engle requested a co-captain to share the Block Watch responsibilities. She recommended Carol Petritus. Mike will contact her and see if she is interested.

Update from Mike Newton, Mayor

Sidewalk Improvements – Abbico (Bryant Stevenson) was the only company that responded to our engineer's request for bids.

MOTION to approve Abbico for the sidewalk replacement project for up to \$60,000 – Ellen motioned, Sara 2nd. All in favor.

Mike will work with Bryant to determine what panels are to be replaced. Homeowners can contact Abbico directly if they want to replace panels that have not been tagged. The cost is \$130 per panel and this work will be at the homeowner's expense. Some driveways may be affected by sidewalk repairs, so the parking ordinance will be relaxed temporarily while the company is working in the resident's immediate vicinity.

Sidewalk and Property Maintenance/Upkeep – An email request was sent to all residents to make them aware of their responsibility for maintaining the sidewalks and easements adjacent to their properties. After two weeks, approximately 20 residents were still out of compliance and they were mailed notices. If they cannot comply, they will be asked to attend the next Council meeting to explain. As of this date, most issues have been resolved.

The City mailed notices to approximately 20 residents about grass growing in or around adjacent sidewalks, overgrown landscaping, tree stumps, property maintenance, etc. Most residents remedied the concerns immediately, and those who did not comply will receive a second notice. If they cannot comply, they will be asked to attend the next Council meeting to explain.

American Legion – There is no news at this time.

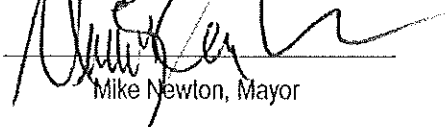
Grant Update – The City received the full \$4,000 grant payment for 2014-15, and Mike submitted a \$2,000 grant request in August for fiscal year 2015-16. Funds must be spent within 60 days of receipt.

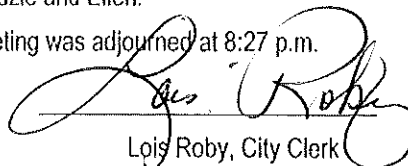
Sanitation/Recycling – Waste Management has supplied Mike with “Yard Waste Only” stickers to place on green totes. This will ensure they are picked up by Waste Management on yard waste day.

Tree Payment – 2407 Manchester. No payment received (\$200 owed).

Election Forms – Mike submitted the election forms for Suzie and Ellen.

Adjournment – With no new business to discuss, the meeting was adjourned at 8:27 p.m.


Mike Newton, Mayor


Lois Roby, City Clerk