

City of Lincolnshire
Board of Commissioners
Minutes of Meeting
May 16, 2022

A special meeting of the Board of Commissioners was held on May 16, 2022 at 7:00 pm at 5 Edmonia Drive.

Those in attendance were:

Mayor: Lew Hudson

Commissioners: Keith Curran, Steve Steurer, Diedric Tupper

Meeting was called to order at 7:07PM.

The purpose of the meeting was to prepare ordinances and uddget calculations for the 2022-2023 fiscal year for Lincolnshire.

The tax rate was reviewed for 2022-2023. Commissioner Steurer raised a motion to retain the same tax rate as previous years, Commissioner Curran seconded; ordinance passed. The first reading of Ordinance number ___1___ establishing the property tax rate was concluded.

The sanitation fee was reviewed for 2022-2023. Commissioner Tupper raised a motion to retain the same sanitation fee as previous years, Commissioner Steurer seconded; ordinance passed. The first reading of Ordinance ___2___ establishing the sanitation fee was concluded.

The budget was finalized, then Commissioner Steurer raised a motion to approve the proposed budget, Commissioner Tupper seconded, ordinance passed. The first reading of Ordinance ___3___ establishing the 2022-2023 budget was concluded.

With no other business at hand, the motion was made by Commissioner Curran to adjourn, seconded by Commissioner Steurer. Meeting was adjourned at 7:38PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
May 10, 2022**

A regular meeting of the Board of Commissioners was held on May 10, 2022 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran

The meeting was called to order at 7:04PM. Minutes from the April meeting were reviewed. Commissioner Steurer raised a motion to pass the minutes as presented; Commissioner Tupper seconded the motion, the motion passed.

Sanitation Report

Commissioner Tupper led the board in a discussion regarding possible options for city services. He has prepared a survey to gather residents' input on possible future options. Proposals have been received from Republic and Rumpky; awaiting a proposal from Ecotech.

Treasury Report

City financial reports for April, 2022 were reviewed and discussed. Commissioner Steurer raised a motion to approve the budget reports, Commissioner Tupper seconded the motion, the motion passed.

Old Business

SIDEWALK REPAIR: Commissioner Steurer presented an updated proposal from Precision Concrete for leveling trip-hazards for all locations with a variance of ½” to 2”. No other companies provide this service. The cost proposed is \$15,266.25. Commissioner Tupper raised a motion to approve the project and allow Mayor Hudson to sign all necessary documents. Commissioner Curran seconded the motion, the motion passed.

ARPA: Mayor Hudson re-introduced Municipal Order 04-12-22-A, Series 2022, initially presented at the April, 2022 meeting. The order relates to utilizing ARPA funds for three projects in the City. Commissioner Steurer raised a motion to approve the MO. Commissioner Tupper seconded the motion, the motion passed.

New Business

Since budget worksheets were unavailable, the commissioners decided to meet in-person on 4/16/22 to prepare and complete the first reading of the 2022/2023 budget.

No other business at hand, Commissioner Steurer made a motion to adjourn, the motion was seconded by Commissioner Curran, and the meeting was adjourned at approximately 8:28PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
April 12, 2022**

A regular meeting of the Board of Commissioners was held on April 12, 2022 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 7:04PM. Minutes from the March meeting were reviewed. Commissioner Steurer raised a motion to pass the minutes as presented; Commissioner Tupper seconded the motion, the motion passed.

Sanitation Report

Commissioner Tupper lead the board in discussion regarding other possible options for city services. He will prepare a survey to gather residents' input on possible future options.

Treasury Report

City financial reports were unavailable because of delays experienced by the accounting office due to tax service activities. Reports for March and April will be reviewed at the May meeting.

Old Business

Mayor Hudson continues working on municipal orders regarding planned expenditures utilizing funds from the American Rescue Plan Act (ARPA). He will present next steps at the May meeting.

New Business

Commissioner Steurer presented quotes received thus far for possible sidewalk repair and construction projects within the city. More information will be presented at the future meetings.

No other business at hand, Commissioner Steurer made a motion to adjourn, the motion was seconded by Commissioner Curran, and the meeting was adjourned at approximately 8:28PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
March 8, 2022**

A regular meeting of the Board of Commissioners was held on March 8, 2022 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 7:03PM. Minutes from the February meeting were reviewed. Commissioner Steurer raised a motion to pass the minutes as presented; Commissioner Tupper seconded the motion, the motion passed.

Sanitation Report

Commissioner Tupper advised Waste Management agent was no-show for scheduled meeting regarding issues around normal trash, recycling, and yard waste pick up schedules. Board discussed other possible options for city services.

Treasury Report

Clerk Cathers distributed an accounting report for the 8 months of the 2021/2022 fiscal year (7/1/2021 – 2/28/2022), and a list of receipts/disbursements for (7/1/2021 – 2/28/2022) for the Commissioners to review. Commissioner Hatfield raised a motion to accept the budget, Commissioner Tupper seconded the motion, and the motion passed.

Old Business

Mayor Hudson continues working on municipal orders regarding planned expenditures utilizing funds from the American Rescue Plan Act (ARPA). He will present next steps at the April meeting.

New Business

No other business at hand, Commissioner Steurer made a motion to adjourn, the motion was seconded by Commissioner Hatfield, and the meeting was adjourned at approximately 7:35PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
February 8, 2022**

A regular meeting of the Board of Commissioners was held on February 8, 2022 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran

The meeting was called to order at 7:00PM. Minutes from the January meeting were reviewed. Commissioner Tupper raised a motion to pass the minutes as presented; Commissioner Curran seconded the motion, the motion passed.

Safety Report

No significant police activity in the area since the last meeting.

Sanitation Report

Commissioner Tupper advised Waste Management's normal trash, recycling, and yard waste pick up schedules is still uncertain, but expected to resume around late February 2022.

Treasury Report

Clerk Cathers distributed an accounting report for the 7 months of the 2021/2022 fiscal year (7/1/2021 – 1/31/2022), and a list of receipts/disbursements for (7/1/2021 – 1/31/2022) for the Commissioners to review. Commissioner Tupper raised a motion to accept the budget, Commissioner Curran seconded the motion, and the motion passed.

Mayor Hudson asked the board to consider prepared municipal orders regarding planned expenditures utilizing funds from the American Rescue Plan Act (ARPA).

Municipal Order 02-08-22-A: Sidewalk Repair - Commissioner Steurer raised a motion to accept the budget, Commissioner Tupper seconded the motion, there were no objections, and the motion passed.

Municipal Order 02-08-22-B: Sidewalk Construction - Commissioner Steurer raised a motion to accept the budget, Commissioner Curran seconded the motion, there were no objections, and the motion passed.

Municipal Order 02-08-22-C: Street Repair & Modification - Commissioner Tupper raised a motion to accept the budget, Commissioner Curran seconded the motion, there were no objections, and the motion passed.

Old Business

Mayor Hudson reports, he has mailed information regarding Ordinance 5 Session 2021 to owners of non-owner-occupied properties. At this time one completed application and fee has been received. Deadline is February 15, 2022.

New Business

Clerk Cathers requested applications regarding Ordinance 5 Session 2021 be updated to include more information about deadlines, expectations, exemptions, and penalties. Mayor Hudson will update and resubmit these documents.

No other business at hand, Commissioner Steurer made a motion to adjourn, the motion was seconded by Commissioner Curran, and the meeting was adjourned at approximately 7:45PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
January 11, 2022**

A regular meeting of the Board of Commissioners was held on January 11, 2022 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran

The meeting was called to order at 7:04PM. Minutes from the December meeting were reviewed. Commissioner Tupper raised a motion to pass the minutes as presented; Commissioner Steurer seconded the motion, the motion passed.

Safety Report

No significant police activity in the area since the last meeting.

Sanitation Report

Commissioner Tupper advised Waste Management's normal trash, recycling, and yard waste pick up schedules is expected to resume at the beginning of February 2022.

Treasury Report

Clerk Cathers distributed an accounting report for the 6 months of the 2021/2022 fiscal year (7/1/2021 – 12/31/2021), and a list of receipts/disbursements for (7/1/2021 – 12/31/2021) for the Commissioners to review. Commissioner Curran raised a motion to accept the budget, Commissioner Tupper seconded the motion, and the motion passed.

Old Business

Mayor Hudson reports, he has mailed information regarding Ordinance 5 Session 2021 to owners of non-owner-occupied properties.

New Business

No other business at hand, Commissioner Steurer made a motion to adjourn, the motion was seconded by Commissioner Tupper, and the meeting was adjourned at approximately 7:48PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
December 14, 2021**

A regular meeting of the Board of Commissioners was held on December 14, 2021 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 7:07PM. Minutes from the November meeting were reviewed. Commissioner Steurer raised a motion to pass the minutes as presented; Commissioner Curran seconded the motion, the motion passed.

Safety Report

No significant police activity in the area since the last meeting.

Sanitation Report

There were no new sanitation issues to discuss.

Treasury Report

Clerk Cathers distributed an accounting report for the 5 months of the 2021/2022 fiscal year (7/1/2021 – 11/30/2022), and a list of receipts/disbursements for (7/1/2021 – 11/30/2022) for the Commissioners to review. Commissioner Hatfield raised a motion to accept the budget, Commissioner Tupper seconded the motion, and the motion passed.

Special Business

At 7:30PM a special session of the meeting was opened up as a public hearing for the final reading of Ordinances 5, Series 2021-22 regarding rental property licensure within the city.

Commissioner Steurer raised a motion to accept ordinance 5, Commissioner Hatfield seconded the motion, and the motion passed with unanimous board approval.

Old Business

Mayor Hudson is still working with the DLG to determine any possible COVID – American Relief Act funding due to Lincolnshire.

New Business

Commissioner Steurer advised, some of the city’s holiday wreath decorations were becoming worn and need replaced. The board approved a request for approval for the purchase of new city holiday decorations prior to the 2022 holiday season.

No other business at hand, Commissioner Tupper made a motion to adjourn, the motion was seconded by Commissioner Curran, and the meeting was adjourned at approximately 8:06PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
November 9, 2021**

A regular meeting of the Board of Commissioners was held on November 9, 2021.
Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 6:00PM. Minutes from the October meeting were reviewed. Commissioner Tupper raised a motion to pass the minutes as presented; Commissioner Curran seconded the motion, the motion passed.

Safety Report

No significant police activity in the area since the last meeting.

Sanitation Report

Commissioner Tupper advised he is still working to get updated information on when Waste Management trash / recycling / yard waste services will resume normal schedule.

Treasury Report

Clerk Cathers distributed an accounting report for the four months of the 2021/2022 fiscal year (7/1/2021 – 10/31/2021), and a list of receipts/disbursements for (7/1/2021 – 10/31/2021) for the Commissioners to review. Commissioner Steurer raised a motion to accept the budget, Commissioner Tupper seconded the motion, and the motion passed.

Special Business

A first reading of Ordinance #5 Session 2021 was held. The proposed ordinance was read aloud by Mayor Hudson. Discussion was held by Commissioners Steurer, Curran, Hattfield, Tupper, Mayor Hudson, and Clerk Cathers. Ordinance #5 Session 2021 proposes a licensing requirement for all rental properties within Lincolnshire. Commissioner Hattfield offered a motion to approve the first reading of Ordinance #5 Session 2021. Commissioner Tupper seconded the motion, all other board members agreed, and the motion was passed. A second reading will take place during the open public hearing on December 14. Clerk Cathers will prepare and mail information to residents.

Old Business

Lincolnshire City Block Party was held October 10. The event will included catered food and welcomed around 40 residents.

The board noted information from LG&E stating they are now replacing all bulbs with LED bulbs as repair needs warrant streetlamp maintenance.

New Business

No other business at hand. Commissioner Curran made a motion to adjourn, the motion was seconded by Commissioner Tupper, and the meeting was adjourned at approximately 6:45PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
September 14, 2021**

A regular meeting of the Board of Commissioners was held on September 14, 2021 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 7:05PM. Minutes from the June meeting were reviewed. Commissioner Tupper raised a motion to pass the minutes as presented; Commissioner Steurer seconded the motion, the motion passed. Minutes from the August meeting were reviewed. Commissioner Curran raised a motion to pass the minutes as presented; Commissioner Steurer seconded the motion, the motion passed.

Police Report

No significant police activity in the area since the last meeting.

Sanitation Report

There have been issues with recycling / yard waste pick-up being delayed in all areas due to significant COVID related impacts within Waste Management. WM has advised recycling and yard waste pick-up will occur on alternating weeks, rather than both every week; trash collection will still happen every week as scheduled.

Treasury Report

Clerk Cathers distributed an accounting report for the two month of the 2021/2022 fiscal year (7/1/2021 – 7/31/2021), and a list of receipts/disbursements for (7/1/2021 – 8/31/2021) for the Commissioners to review. Commissioner Steurer raised a motion to accept the budget, Commissioner Hatfield seconded the motion, and the motion passed.

Old Business

Lincolnshire City Block Party will be held October 10 (rain date October 17). The event will include catered food and possibly an outdoor movie showing. COVID safety precautions will be observed.

New Business

No other business at hand. Commissioner Hatfield made a motion to adjourn, the motion was seconded by Commissioner Curran, and the meeting was adjourned at approximately 7:52PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
August 10, 2021**

A regular meeting of the Board of Commissioners was held on August 10, 2021 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 7:00PM. Minutes from the June meeting will be reviewed at the September meeting. The board did not hold an official meeting in July.

Police Report

No significant police activity in the area since the last meeting.

Sanitation Report

There have been issues with recycling / yard waste pick-up being delayed in all areas due to significant COVID related impacts within Waste Management. WM has advised recycling and yard waste pick-up will occur on alternating weeks, rather than both every week; trash collection will still happen every week as scheduled.

Treasury Report

Mayor Hudson distributed an accounting report for the first month of the 2021/2022 fiscal year (7/1/2021 – 7/31/2021), and a list of receipts/disbursements for (7/1/2021 – 7/31/2021) for the Commissioners to review. Commissioner Steurer raised a motion to accept the budget, Commissioner Tupper seconded the motion, and the motion passed.

Old Business

None discussed

New Business

Lincolnshire City Block Party will be held October 10 (rain date October 17). The event will include catered food and possibly an outdoor movie showing. COVID safety precautions will be observed.

Mayor Hudson is working with the Department of Local Government office to determine what state/federal COVID relief funds Lincolnshire may qualify to receive.

No other business at hand. Commissioner Hatfield made a motion to adjourn, the motion was seconded by Commissioner Steurer, and the meeting was adjourned at approximately 8:00PM.

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
June 8, 2021**

A regular meeting of the Board of Commissioners was held on June 8, 2021 via Zoom online. Those in attendance were:

Mayor: Lew Hudson
Clerk: Jess Cathers
Commissioner: Deidric Tupper
Commissioner: Steve Steurer
Commissioner: Keith Curran
Commissioner: Bo Hatfield

The meeting was called to order at 7:05PM. Minutes from the May meeting were reviewed. Commissioner Tupper raised a motion to pass the minutes as presented; Commissioner Steurer seconded the motion, the motion passed.

Police Report

No significant police activity in the area since the last meeting.

Sanitation Report

There were no sanitation issues to discuss.

Treasury Report

Clerk Cathers distributed an accounting report for the 11 months of the 2020/2021 fiscal year (7/1/2020 – 5/30/2021), and a list of receipts/disbursements for (7/1/2020 – 5/30/2021) for the Commissioners to review. Commissioner Curran raised a motion to accept the budget, Commissioner Hatfield seconded the motion, and the motion passed.

Special Business

At 7:30PM a special session of the meeting was opened up for the final reading of Ordinances 2, 3, and 4 Series 2021 regarding property tax rate within the city, sanitation fees within the city, and the budget for FY2021-2022.

Commissioner Steurer raised a motion to accept ordinance 2, Commissioner Tupper seconded the motion, and the motion passed with unanimous board approval.

Commissioner Curran raised a motion to accept ordinance 3, Commissioner Hatfield seconded the motion, and the motion passed with unanimous board approval.

Commissioner Tupper raised a motion to accept ordinance 4, Commissioner Hatfield seconded the motion, and the motion passed with unanimous board approval.

Old Business

Mayor Hudson advised he had officially closed the bank account utilized for conducting Lincolnshire Police Department finances.

New Business

A check for \$960 will be issued from the city's general account to former Police Chief Leslie Wattson for her work assisting in the closure of the Lincolnshire Police Department.

No other business at hand, Commissioner Hatfield made a motion to adjourn, the motion was seconded by Commissioner Steurer, and the meeting was adjourned at approximately 7:49PM.