### City of Meadow Vale

### MAY-2020



#### **Meadow Vale Officials**

<u>Mayor</u> Mary Hornek 502-593-1206 mshornek@gmail.com

<u>Drainage Commissioner</u> Diane Roberts 502-412-6146

<u>Lights, Signs & Streets Commissioner</u>
Matt Hammond
502-438-0278

Safety Commissioner Mike Jones 502-492-1400

Social & Special Events Commissioner Cathy Morrow 502-797-2558

<u>City Clerk</u> Barbie Bryant 502-507-1863

<u>Treasurer</u> Chris Lusher 502-465-3843

Administrative Assistant Pat Teeter 502-412-5500

Meadow Vale Police Chief Ray Spann Sergeant James Wilder Officer Phil Peters Officer on Duty 548-2599 Non-emergency 574-5471

#### Residents of Meadow Vale

Hopefully, by now everyone is aware of how the COVID-19 Pandemic is being handled by federal, state, and local officials. Also, I'm hopeful that each of you have adapted well and, if necessary, are getting the assistance you need as we continue through this stressful period on world and national history.



However, I don't want us to loose sight of the fact that 2020 is also the year in which the Census is taken across our country. Between washing hands, staying six feet from neighbors and trying not to rub noses, Meadow Vale residents who have not yet completed the 2020 census should take five minutes do so. With many of us shut up indoors until things begin to open, chances are you've got time now for this vital civic duty.

By now your household should have received mail from the Census Bureau. In that official envelope you'll find a 12-character code unique to your address. Go to <a href="mailto:my2020census.gov">my2020census.gov</a> and answer the questions.

There are plenty of reasons to participate in the census, chief among them is the benefit of participating in our representative democracy. The census is codified in the U.S. Constitution as the mechanism for determining the number of seats each state occupies in the House of Representatives. By filling out the form once a decade, you're doing your part to ensure that you receive accurate representation in Congress.

You're also doing your part to ensure that our neighborhood, city, and state are as eligible as possible for federal aid and grant money. During a pandemic whose economic impact our state and country will likely feel for years, it's not hard to see why it matters.

The success of the census has long-term implications.

The number of residents counted directly impacts the amount of money we will receive annually from the federal government for all sorts of programs and grants services here and in the Louisville Metro.

Due to understandable delays, the self-response period has been extended through the end of July. After that, the list of census responses will be compared to the list of all U.S. residences. If you're not on the list, chances are someone from the Census Bureau will contact you.

If you're worried about the government sharing your private information, don't be. Census data is protected by Title 13 of the federal code, the violation of

which is a serious federal crime.

As always, the Commissioners and I are available to answer questions and direct you to resources during this unprecedented pandemic. We will keep you informed via this newsletter and through the City's website so check back regularly throughout the next month

~ Mayor Hornek

My2020census.gov (hold the "control" key down as you position the arrow on the link, then click)

# CITY OF MEADOW VALE, KENTUCKY SPECIAL CITY COMMISSION MEETING MINUTES BY TELECONFERENCING – STATE OF EMERGENCY 03-31-2020 1:00PM – 1:13PM

The Commission met in special session through teleconferencing with Mayor Mary Hornek and the following Commissioners:

Commissioner Matt Hammond Commissioner Mike Jones Commissioner Cathy Morrow Commissioner Diane Roberts

Others present: City Clerk Barbie Bryant

#### **MINUTES**

The minutes from the 02-17-2020 special meeting and regular meeting were presented. UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER HAMMOND, BOTH SETS OF MINUTES WERE APPROVED AND CARRIED BY A VOTE OF 5-0.

#### **POLICE PERSONNEL**

Mayor Hornek announced that Police Officer Jack Arnold's last day would be effective as of today's date. Proposed new hirer, Phillip Peters, would begin working on April 1, 2020.

#### POLICE CRUISER MAINTENANCE

Commissioner Jones gave the three scenarios that were discussed by the Mayor, the Police Chief and himself to repair the damage to the engine for the police cruiser. UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER ROBERTS, THE RECOMMENDATION TO HAVE TRICOUNTY FORD PERFORM THE NEEDED MAINTENANCE, NOT TO EXCEED \$7,100.00, WAS APPROVED AND CARRIED BY A VOTE OF 5-0.

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#### **RESOLUTION #21 – HIRE A PART-TIME POLICE OFFICER**

City Clerk Bryant read the following:

#### Resolution No. 21, Series 2020 CITY OF MEADOW VALE

### A RESOLUTION OF THE CITY OF MEADOW VALE, KENTUCKY AUTHORIZING THE MAYOR TO MAKE AN OFFER OF EMPLOYMENT FOR A PART-TIME POLICE OFFICER.

WHEREAS, the City of Meadow Vale Kentucky is interested in hiring an additional police officer (parttime only) with the express condition that the city receives income equal to or greater than the total cost of hiring said officer.

WHEREAS, it is recognized that the hiring of an additional part-time officer will impose certain obligations and responsibilities upon the city:

NOW, THEREFORE, be it resolved this 31<sup>st</sup> day of March 2020, by the legislative body of the City of Meadow Vale, Kentucky:

That Philip Peters be and hereby is hired as a part-time police officer with the City of Meadow Vale, Kentucky on the following express conditions:

That said officer is hired as a part-time employee only and to **not** receive any of the employee benefits of a full time officer such as but not limited to health insurance, sick leave, vacation pay, holiday pay, supplemental pay, and retirement or pension benefits not otherwise required by law.

That said officer is hired as a probationary employee for one full year from the date of this resolution. As a probationary employee said officer is an "at will" employee and has none of the rights provided under KRS:15.520 (Policeman's Bill of Rights).

That said officer supplies his own equipment and weapon. The city will furnish an equipped police vehicle for use while on duty.

That said employment is completely dependent on the City of Meadow Vale receiving Interlocal Cooperation Agreements from other cities. If said income is insufficient or ceases, such officer may be laid off at the pleasure of the City of Meadow Vale, whether or not said officer is still a probationary employee.

The Mayor and/or their designee is hereby authorized to execute and furnish all required documentation, including an offer of employment and background release.

UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER HAMMOND, RESOLUTION #21 WAS APPROVED AND CARRIED BY A VOTE OF 5-0.

### ORDINANCE #21 – SUPPLEMENT CODIFICATION OF ORDINANCES BY AMERICAN LEGAL PUBLISHING

Mayor Hornek introduced the ordinance and City Clerk Bryant gave a first reading for the following:

#### CITY OF MEADOW VALE ORDINANCE NO. 21 SERIES 2020-2021

### AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES

**WHEREAS**, American Legal Publishing Corporation of Cincinnati, Ohio has completed the second supplement to the Code of Ordinances of the City of Meadow Vale, Kentucky, which supplement contains all ordinances of a general nature enacted since the prior supplement to the Code of Ordinances of this municipality; and

**WHEREAS**, American Legal Publishing has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make references to sections of the Kentucky Revised Statutes; and

**WHEREAS**, it is the intent of the Commission to accept these updated sections in accordance with the changes of the law of the Commonwealth of Kentucky.

**NOW THEREFORE, BE IT ORDAINED** by the City of Meadow Vale:

**SECTION 1**: That the second supplement to the Code of Ordinances of the City of Meadow Vale, Kentucky, as submitted by American Legal Publishing Corporation of Cincinnati, is hereby adopted by reference as if set out in its entirety.

**SECTION 2**: That this ordinance shall take effect and be in force from and after its date of passage, approval, and publication as required by law.

UPON MOTION OF COMMISSIONER MORROW, DULY SECONDED BY COMMISSIONER HAMMOND, THE FIRST READING FOR ORDINANCE #21 WAS APPROVED AND CARRIED BY A VOTE OF 5-0.

#### EXECUTIVE ORDER #01 – STATE OF EMERGENCY DECLARATION

City Clerk Bryant read the following:

#### **EXECUTIVE ORDER NO. 1 2020**

### EXECUTIVE ORDER AND STATE OF EMERGENCY DECLARATION

WHEREAS, on March 13, 2020 President Donald J. Trump declared a national state of emergency in response to the coronavirus, COVID-19, pandemic; and

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WHEREAS, on March 6, 2020 Governor Andy Beshear declared a state of emergency in Kentucky in response to the first documented case of the novel coronavirus, COVID-19; and

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death and can easily spread from person to person; and

WHEREAS, the emergency response of the City of Meadow Vale must be deployed rapidly to protect the health, safety, and welfare of citizens; and

WHEREAS, Mayor Mary Hornek, has determined that the novel coronavirus, COVID-19, presents a severe and complex threat to the public health, safety, and welfare of citizens that extraordinary emergency measures are warranted pursuant to KRS 39A.100 (2) and KRS 39B.070; and

WHEREAS, it is necessary for Mayor Mary Hornek ornH ormKto coordinate an emergency effort with national, state, county, and other local agencies for maximum effective response.

NOW and therefore, I, Mary Hornek, Mayor of the City of Meadow Vale, by virtue of the authority vested in me by KRS Chapter 39A and 39B of the Kentucky Revised Statutes, do hereby declare that a state of emergency exists in the City of Meadow Vale, and that I shall be exercising the authority granted to me through Executive Orders, and through utilization of city personnel, services, equipment, and any necessary acts to manage this emergency. Subject to any orders of Governor Andy Beshear, I hereby order and direct any and all departments of the City of Meadow Vale to coordinate and cooperate with the Louisville Metro Health Department, Kentucky Department for Public Health, any federal agencies to respond to the threat presented by the novel coronavirus, COVID-19 by exercising the powers articulated in KRS Chapter 39A and 39B and to provide information to individuals, businesses, organizations, and other entities to best prepare and respond to the COVID-19 State of Emergency Declaration.

This Declaration of State of Emergency shall remain in effect until terminated by the issuance of another Executive Order when I determine that a state of emergency no longer exists and the exercise of extraordinary measures are no longer required for the protection of the public health, safety and welfare. Signed on this the 27th day of March, 2020.

UPON MOTION OF COMMISSIONER HAMMOND, DULY SECONDED BY COMMISSIONER JONES, EXECUTIVE ORDER #01 WAS APPROVED AND CARRIED BY A VOTE OF 5-0.

#### EMERGENCY PROCEDURES FOR THE CITY OF MEADOW VALE

Although the City has in place the position of Mayor Pro Tem (Commissioner Diane Roberts), it has been encouraged during these uncertain times, that an additional member of the Commission be assigned in succession, should the Mayor or the Mayor Pro Tem find themselves unable to perform their duties. Commissioner Matt Hammond will serve in that capacity.

#### **FUTURE MEETINGS**

After some discussion, future meetings will be held via teleconferencing. Dates to hold the meetings will be called as needed.

#### **ADJOURNMENT**

COMMISSIONER HAMMOND MOVED TO ADJOURN THE MEETING AT 1:13PM. THE MOTION WAS DULY SECONDED BY COMMISSIONER ROBERTS AND CARRIED BY A VOTE OF 5-0.

#### CITY OF MEADOW VALE, KENTUCKY REGULAR CITY COMMISSION MEETING MINUTES BY TELECONFERENCING – STATE OF EMERGENCY 04-20-2020 7:00PM – 8:03PM

The Commission met in regular session through teleconferencing with Mayor Mary Hornek and the following Commissioners:

Commissioner Matt Hammond - absent Commissioner Mike Jones Commissioner Cathy Morrow Commissioner Diane Roberts

Others present: City Attorney Carrie Ritsert, City Treasurer Chris Lusher and City Clerk Barbie Bryant

#### **MINUTES**

The minutes from the 03-31-2020 special meeting were presented. UPON MOTION OF COMMISSIONER ROBERTS, DULY SECONDED BY COMMISSIONER MORROW, THE MINUTES WERE APPROVED AND CARRIED BY A VOTE OF 4-0.

#### **POLICE REPORT**

Chief Spann had emailed his updates to the Commissioners for their review. There was no discussion to follow.

#### **CODE ENFORCEMENT**

Mayor Hornek reported that the Code Enforcement Officer will be in contact with the property owner (Lewis) for an update on when the tree will be removed on Meadow Vale Drive.

#### **MAYOR'S REPORT**

Mayor Hornek suggested foregoing the movie night for this year. It was the consensus of the Commission to consider only rescheduling the Volunteers' Appreciation Dinner to a date in the future and not plan an additional events for the community for the remaining months of 2020.

#### **CHARTER – FRANCHISE AGREEMENT RENEWAL**

Mayor Hornek sent a signed contract to Charter for the renewal of the franchise agreement.

#### JOINT BOARD OF ETHICS – INTERLOCAL AGREEMENT

Mayor Hornek reported that the Department for Local Government has sent notification of their acceptance of the agreement. It will now go to the Attorney General's Office for final approval.

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### ORDINANCE #21 – SUPPLEMENT CODIFICATION OF ORDINANCES BY AMERICAN LEGAL PUBLISHING

City Clerk Bryant presented the second reading in full. **COMMISSIONER MORROW MOVED TO APPROVE ORDINANCE #21, SUPPLEMENT CODIFICATION OF ORDINANCES. THE MOTION WAS DULY SECONDED BY COMMISSIONER JONES.** 

#### THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:

COMMISSIONER MORROW - AYE
COMMISSIONER JONES - AYE
COMMISSIONER ROBERTS - AYE
MAYOR HORNEK - AYE

#### **DEPARTMENT REPORTS**

Commissioner Morrow had no report.

Commissioner Roberts had no report.

Commissioner Jones expressed that the information sent in by Chief Spann covered his report.

#### **HB246 – KENTUCKY SUPREME COURT REVIEW**

Mayor Hornek reported that the lawsuit against small cities over garbage will be reviewed by the Kentucky Supreme Court.

#### STATE SURPLUS PROPERTY ACCOUNT

Although the city has had a previous account, it has expired. **UPON MOTION OF COMMISSIONER ROBERTS, DULY SECONDED BY COMMISSIONER MORROW, THE RECOMMENDATION TO RE-OPEN THE ACCOUNT WAS APPROVED AND CARRIED BY A VOTE OF 4-0.** Discussion followed on who should have access to the account. Mayor Hornek will research the issue and report back.

#### **VERIZON ACCOUNT**

Former Police Chief Yates has been removed from the account. Commissioner Jones has been added to the account. The city has an option to receive a new IPhone XR with an extension of the contract at no additional cost. UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER ROBERTS, THE RECOMMENDATION TO EXTEND THE VERIZON CONTRACT FOR ONE YEAR AND GIVE THE NEW IPHONE XR FOR USE BY THE POLICE DEPARTMENT WAS APPROVED AND CARRIED BY A VOTE OF 4-0.

#### FINANCIAL REPORT

Treasurer Lusher presented the Income Statement and the Balance Sheet for March. UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER MORROW, THE INCOME STATEMENT AND BALANCE SHEET FOR MARCH WERE APPROVED AND CARRIED BY A VOTE 4-0.

The minutes will reflect that Commissioner Roberts will complete the oversight checklist for March and that the bank statements were available for review.

#### BUDGET AMENDMENT FOR 2019-2020 AND BUDGET PROPOSAL FY 2020-2021

Mayor Hornek presented the proposed amendments to the 2019-2020 budget that reflect the following:

- 1. General Fund: Increase anticipated revenues from \$232,700.00 to \$238,805.00 and increase authorized expenditures from \$257,437.00 to \$273,437.00
- 2. Road Fund: Decrease expenditures from \$8,750.00 to \$3,500.00.

An ordinance will be presented at the next Commissioners' meeting for a first reading.

#### **Commissioner Roberts left the meeting.**

Mayor Hornek then presented the budget proposals for FY 2020-21. Commissioners Jones and Morrow has no suggestions or corrections for the proposed budget. An ordinance for the proposed budget will be presented at the May Commissioners' meeting for a first reading.

#### POLICE DEPARTMENT – SALARY INCREASE

UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER MORROW, THE RECOMMENDATION TO INCREASE THE HOURLY PAY RATE TO \$17.00 FOR SERGEANT JIM WILDER WAS APPROVED AND CARRIED BY A VOTE 3-0.

#### ORDINANCE #22 – ELECTED OFFICIALS INCREASE IN ANNUAL SALARY

Mayor Hornek introduced the ordinance and asked for a first reading: City Attorney Ritsert read the title and gave a summary of the following:

#### CITY OF MEADOW VALE ORDINANCE #22, SERIES 2019-2020 AN ORDINANCE ESTABLISHING THE PAY RATES FOR THE MAYOR AND COMMIS-SIONERS FOR THE CITY OF MEADOW VALE

WHEREAS, it has been determined that it is in the best interest of the City of Meadow Vale, Kentucky to establish and update the pay scale for its elected officials, and

WHEREAS, the city is amending Codified Ordinance Chapter 31.02: Compensation.

### NOW THEREFORE BE IT ORDAINED BY THE COMMISSION OF THE CITY OF MEAD-OW VALE, KY, THAT:

Section 1. Codified Chapter 31.02 is amended as follows:

(E) The compensation for the City Mayor is hereby fixed at the sum of \$4,000 per year, which may be payable annually.

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### (F) The compensation for the City Commissioner members is hereby fixed at the sum of \$1,600 per year, which may be payable annually.

Section 2. Any inconsistent ordinances are hereby repealed and replaced.

Section 3. This ordinance shall take effect for the Mayor beginning January 1, 2023 and the Council members beginning January 1, 2021, and upon its adoption and publication according to law.

UPON MOTION OF COMMISSIONER JONES, DULY SECONDED BY COMMISSIONER MORROW, THE FIRST READING OF ORDINANCE #22 WAS APPROVED AND CARRIED BY A VOTE 3-0.

#### SPECIAL CALLED COMMISSIONER'S MEETING

Mayor Hornek announced there would be a special called meeting for Thursday, April 23, 2020 at 5:30pm via teleconferencing.

#### **ADJOURNMENT**

COMMISSIONER JONES MOVED TO ADJOURN THE MEETING AT 8:03PM. THE MOTION WAS DULY SECONDED BY COMMISSIONER MORROW AND CARRIED BY A VOTE OF 4-0.

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#### CITY OF MEADOW VALE, KENTUCKY SPECIAL CITY COMMISSION MEETING MINUTES BY TELECONFERENCING – STATE OF EMERGENCY 04-23-2020 5:30PM – 5:37PM

The Commission met in special session through teleconferencing with Mayor Mary Hornek and the following Commissioners:

Commissioner Matt Hammond - **absent** Commissioner Mike Jones Commissioner Cathy Morrow Commissioner Diane Roberts - **absent** 

Others present: City Clerk Barbie Bryant

#### **MINUTES**

The minutes from the 04-20-2020 regular meeting were presented. UPON MOTION OF COMMISSION-ER JONES, DULY SECONDED BY COMMISSIONER MORROW, THE MINUTES WERE APPROVED AND CARRIED BY A VOTE OF 3-0.

#### ORDINANCE #23 – 2019-2020 BUDGET AMENDMENT

Mayor Hornek introduced the ordinance and asked for a first reading. City Clerk Bryant read the following:

#### CITY OF MEADOW VALE ORDINANCE NO. 23 SERIES 2019-2020

### AN ORDINANCE AMENDING AND ADOPTING AS AMENDED ORDINANCE NO. 15 THE CITY OF MEADOW VALE'S BUDGET ORDINANCE

#### FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020.

**WHEREAS**, an annual budget for Fiscal Year 2019-2020 was adopted by the Commission of the City of Meadow Vale on June 17, 2019; and

WHEREAS, there have been unanticipated changes in both revenues and expenditures during that period of time.

#### NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF MEADOW VALE, KY, THAT:

#### **SECTION I**

The annual budget for the fiscal year 2019-2020 be and is hereby amended as follows:

General Fund: Increase anticipated revenues from \$232,700.00 to \$238,805.00 and increase authorized expenditures from \$257,437.00 to \$273,437.00;

Road Fund: Decrease expenditures from \$8,750.00 to \$3,500.00.

#### SECTION II.

The annual budget is hereby amended and attached hereto (attachment A), reflecting the above referenced amendments to the General and Road Funds, revenues and expenditures, that comprise the FY 2019-2020 budget for the City of Meadow Vale.

#### **SECTION III.**

All ordinances or parts of ordinances in conflict are hereby repealed to the extent of that conflict. This ordinance shall be in full force and effect following publication as required by law.

No vote was taken.

#### ORDINANCE #22 – ELECTED OFFICIALS INCREASE IN ANNUAL SALARY

City Clerk Bryant presented the second reading in full. COMMISSIONER MORROW MOVED TO APPROVE ORDINANCE #22, ELECTED OFFICIALS INCREASE IN ANNUAL SALARY. THE MOTION WAS DULY SECONDED BY COMMISSIONER JONES.

THE MAYOR CALLED THE ROLL AND THE FOLLOWING VOTED:

COMMISSIONER MORROW - AYE
COMMISSIONER JONES - AYE
MAYOR HORNEK - AYE

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#### **ADJOURNMENT**

COMMISSIONER JONES MOVED TO ADJOURN THE MEETING AT 5:37PM. THE MOTION WAS DULY SECONDED BY COMMISSIONER MORROW AND CARRIED BY A VOTE OF 3-0.

\*\*These are unofficial meeting minutes pending Commission approval\*\*

## WELCOME OUR NEWEST POLICE OFFICER!!

I, Philip Peters, was born into a loving family in Louisville, Kentucky. I am the third oldest of eight children. I attended a small inner-city grade school and graduated from DeSales High School. I attended one year of college split between University of Louisville and Bellarmine University.

My wife and I have been married for fifty-six years. We have three children and seven grandchildren. My daughter is a pharmaceutical salesperson with Johnson & Johnson. My two sons are both Police Officers with the Louisville Metro Police Department.

At the age of twenty-three I applied for Police Officer with the Jefferson County Police Department and was accepted. I served as a Patrolman in all three districts. After twelve years I was promoted to Sergeant and served in several different areas of the department. I retired after 23 years of service.

I then started a commercial painting company, which I owned and operated for thirty years. After retiring from the painting business, and a chance encounter with my friend, Chief Ray Spann, I applied and was accepted for a part-time position with the Meadow Vale Police Department.

I am so grateful and thankful to Mayor Hornek, Chief Ray Spann and Commissioner Mike Jones for their confidence in me and this great opportunity to serve the community.

I believe my former training, and experience with the Jefferson County Police Department qualifies me for the position and makes me an asset to the department. I feel privileged to be a part of the Meadow Vale community and I am honored to serve the community as a Police Officer.

#### STEP RIGHT UP!!

The City of Meadow Vale will need to find residents who would like to run for City Commissioner for the year beginning 2021 (two-year term). *However, you must file with the County Clerk's Office for this position by* June 2, 2020.

The date is earlier this year because of legislation passed in the 2018 Regular Session of the General Assembly. HB 381 (2018) moved the filing deadline from the second Tuesday in August to the Tuesday following to the first Monday in June preceding a regular election.

For information on the duties performed by a City Commissioner, please call Mayor Mary Hornek—502-593-1206. Her email is: mshornek@gmail.com.



#### Other Numbers

Jefferson County Emergency 911

Lyndon Fire Department 502-425-7474

Rumpke Sanitation 502-568-3800

Louisville Gas & Electric 502-589-3500

Find Us On The Web
www.cityofmeadowvale.org

#### **COMMISSIONER'S MONTHLY MEETING**

City Commissioners of Meadow Vale meet the third Monday of each month at 7:00 pm at City Hall (9408 Blossom Ln, Suite A). The meeting is open to the public. Residents are encouraged to attend. Due to the recent Executive order by Governor Beshear, future meetings will be held via teleconferencing. We will have instructions on how to join a meeting sent to each resident through Constant Contact and posted on the City's web page.

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### Safety Suggestions for You, your Vehicle and your Belongings

### We Need Your Help!

#### Help us stop the theft of firearms left in vehicles.

- Make sure that all the vehicle windows are up and doors locked.
- Park in your garage, if possible.
- Purses, wallets, cell phones, guns, garage door openers and GPS systems are some prime targets and should not be kept in your vehicle. Always take them with you.
- <u>DO NOT</u> leave your vehicle running unattended. Not only does this invite thieves, but it is
  a violation of state law. You may be cited, or your insurance company may not cover the
  theft due to the circumstances of the theft.
- Filling up at gas stations? Use the pumps closest to the front door or check to see if the card slider looks strange, if it does don't use it.
- <u>DO NOT</u> hide a key in your car or under the hood.
- <u>Keep</u> serial/model numbers to all portable electronics. If possible etch a personal
  identification number on your items. Cellphones, tablets, iPods, laptops, stereo equipment to
  include speakers and amps are just some prime targets for thefts from vehicles. Recording the
  serial / model numbers or placing a PIN on them increases your chance of recovery by more
  than half should they get stolen.

Always be aware of your surroundings. It doesn't feel or look right, it probably isn't



Emergency 911 NON-Emergency 574-2111 8th Division Crime Tip Line 574-2258 574-LMPD