

**CITY OF EDGEWOOD
SPECIAL COUNCIL MEETING MINUTES
December 10, 2007
6:30 PM**

CALL TO ORDER – Mayor Link called the meeting of the Edgewood City Council to order at 6:30 PM in the council chambers of the Edgewood City Building. The following council members were present: Dale Henson, Nancy Atkinson, David MacMillan, Jeff Schreiver, Mark Steffen, Chris Link, and Ray Spears. Also in attendance were City Administrator Roger Rolfes, City Attorney Frank Wichmann and City Clerk Jeanette Kemper.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – November 19, 2007 Meeting Minutes – Mr. Spears made a **motion** to adopt the November 19, 2007 meeting minutes as written; second by Mrs. Atkinson. Mr. Steffen abstained. **Motion passed: 6 ayes – 1 abstention.**

2006/2007 Audit – Adam Davey, VonLehman & Co., presented the 06/07 audit to council. Mr. Davey stated that the city received a clean unqualified opinion; they didn't have any audit findings or internal control weaknesses. He reviewed the various statements in the audit.

Mr. Schreiver stated that the city did not lower its property tax rate as stated in the Administrator's report.

Mr. Davey stated that Mr. Rolfes had asked them to perform a fraud audit to see if they can identify any weaknesses in the city's internal controls or areas that need improvement. Mr. Davey stated that this is strictly a recommendation and that the city has a lot of great controls in place. The recommendation is for improvements on those controls that are already in place; there are no weaknesses. They had three recommendations. First, document the accounting processes, have an operations and procedures manual. Second, review bank reconciliations once they are completed. Third, review payroll registers by another employee once it is completed by the treasurer. Mr. Rolfes stated that our treasurer will be putting a manual together.

Mr. Henson made a **motion** to adopt the 06/07 audit as presented; second by Mr. MacMillan. **Motion passed: 7 ayes – 0 nays.**

Staff Reports – Council reviewed reports from the following staff members: City Administrator, City Clerk, Fire/EMS, General Services, Police, and Recreation.

Ordinance 2007-11-06 amending the occupational license – 2nd reading. Mr. Wichmann read the ordinance: AN ORDINANCE OF THE CITY OF EDGEWOOD, IN KENTON COUNTY, KENTUCKY, IMPOSING REGULATIONS AND TAXES ON THOSE ENGAGED IN FRANCHISES, TRADES, OCCUPATIONS, PROFESSIONS AND OTHER BUSINESSES IN THE CITY; AND REPEALING ORDINANCES 1995-06-13, 1996-12-18, 1996-04-05, 2006-05-05. Mr. Spears made a **motion** to adopt ordinance 2007-11-06; second by Mrs. Atkinson. **Motion passed 7 ayes – 0 nays.**

Ordinance 2007-12-07 Revision to the sign ordinance to reflect changes during 2007 – 1st Reading. Mr. Wichmann read the ordinance: AN ORDINANCE OF THE CITY OF EDGEWOOD, IN KENTON COUNTY, KENTUCKY, ESTABLISHING MOTOR VEHICLE REGULATIONS AT VARIOUS LOCATIONS IN THE CITY, AND PROVIDING PENALTIES FOR THE VIOLATION THEREOF. A “no parking” sign was placed on Beech Drive. A stop sign was placed at Ashley and Arbor Drive.

Ordinance 2007-12-08 budget amendment – 1st reading. Mr. Wichmann read the ordinance: AN ORDINANCE OF THE CITY OF EDGEWOOD, IN KENTON COUNTY, KENTUCKY AMENDING EDGEWOOD ORDINANCE NO. 2007-06-02 AND AND THE BUDGET ADOPTED THEREBY FOR THE CITY OF EDGEWOOD FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2007 AND ENDING ON JUNE 30, 2008. The amendment, totaling \$15,000, enables funding of equipment and volunteer incentive line items to the original amounts as requested by the Fire/EMS department.

ADJOURNMENT

Mr. MacMillan made a **motion** to adjourn at 7:00 p.m.; second by Mr. Spears. **Motion passed: 7 ayes – 0 nays.**

Attest: Jeanette Kemper
Jeanette Kemper, City Clerk

Date passed: 1/7/08

John D. Link
Mayor John D. Link