



CITY OF PARK HILLS

1106 Amsterdam Road
Park Hills, Kentucky 41011
(859) 431-6252
www.parkhillsky.net

Meeting Minutes

Park Hills Infrastructure Committee Meeting
Park Hills, Kentucky
3/1/2018

PRESENT:	Karl Oberjohn	Park Hills Infrastructure Co-Chairperson
	Greg Claypole	Park Hills Infrastructure Co-Chairperson
	Kathy Zembrodt	Park Hills Infrastructure Committee (arrived at 5:00)
	James Jenkins	Park Hills Infrastructure Committee
	Dan VonHandorf	Park Hills Public Works
	Zach Borchers	Bayer Becker
	David Baker	Baker Business and Tax Solutions, LLC

This meeting was held at the Bayer Becker Kentucky office on 3/1/2018 from 4:30-6:30 PM. The following are notes from the meeting.

Audubon Storm Sewer

1. J. Jenkins observed notable erosion in the vicinity of the pathway crossing the new storm sewer. This was caused by prolonged steady rain over the previous week and a lack of vegetation due to late restoration.
2. Water currently follows the path of the retaining wall near structure 7 and is being trapped on the sidewalk by larger stones surrounding the drainage structure. Bayer Becker's plans specified that the sidewalk drains to the structure and that the rock to be replaced drains to the structure.
3. D. VonHandorf and Z. Borchers will discuss this matter with Eaton Construction when the punch list is reviewed.
4. The committee reviewed the two additional line items for which Eaton requested reimbursement at last month's meeting. Z. Borchers advised that the additional work was necessary due to unforeseen circumstances and recommended approving the reimbursement. The committee concurred.

Pavement Assessment

1. The committee reviewed a proposal by Bayer Becker to perform an assessment of the condition of all the city's streets, which would be used to inform the update of the city's Street Program.
2. K. Zembrodt indicated that the Financial Oversight Committee has anticipated that a pavement study is a capital need, and has budgeted accordingly.
3. D. Baker, who is serving as a financial consultant to the city, indicated that a pavement assessment would be very beneficial in developing a capital improvement plan for the city's infrastructure.
4. The committee recommends proceeding with Bayer Becker's proposal and presenting it to City Council for approval.

North Arlington Road

1. Z. Borchers will check with Cincinnati Bell regarding an abandoned telephone line within the project boundary.
2. Per Duke Energy, Gas main work is scheduled to start the week of 3/12.



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3. The construction schedule for Arlington is as follows. Gas Main, Storm Sewer, Water Main, Roadway. Bayer Becker has put together a preliminary construction schedule that anticipates construction of the roadway portion of the project to be completed in mid-November, contingent on signed agreements from the residents and when opening bids are solicited.
4. The committee discussed possible cost-saving measures to the storm sewer work on Arlington.

Jackson Road

1. Easements are being worked on with SD1 and the City Attorney.
2. Terms of the 50/50 match from SD1 require construction of the storm sewer to start by December 2018. Storm sewer work would occur first, followed by street construction in the spring of 2019.

Street Program

1. The committee discussed which street(s) to "deep fix" next, with the understanding that these projects will be contingent on the city's infrastructure funding over the next several years.
2. K. Oberjohn recommended that Hamilton Road and the unfinished portion of Lawton Road between Hillcrest and Amsterdam should be the next priorities, as they are relatively short in length and serve as thoroughfares. Upgrading these two streets would also be an opportunity to add a sidewalk to Hamilton Road and to replace the deteriorated sidewalks on Lawton Road.
3. Since Hamilton Road may be affected by construction on the Joshua One site over the next couple of years, the committee recommended focusing on Lawton Road for the time being.
4. Bayer Becker will provide a proposal for preliminary research and cost estimating Lawton Road.

Capital Improvement Plan

1. D. Baker requested that the Infrastructure Committee provide him with a rough timeline of our current projects (North Arlington Road and Lower Jackson Road), with a focus on when major expenditures would be incurred. He will generate a short-term cash flow analysis using this information.
2. Z. Borchers offered to provide this information, and K. Oberjohn will assist as necessary.

If anything in these meeting notes does not coincide with your interpretation or recollection of the events, please contact the author at your earliest convenience.

Karl Oberjohn

cc: All Present
File