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Meeting Minutes

Park Hills
Infrastructure Meeting
7/27/15

PRESENT:	Skip Fangman	PH Councilman
	Greg Claypole	PH Councilman
	Kathy Zembrodt	PH Councilman
	Dan Von Handorf	PHPW Director
	Jay Bayer	City Engineer

This meeting was held at Skip Fangman's home to discuss the following:

1) Park Hills Street Program Schedule.

The Park Hills Street Program Schedule was updated by the committee, including completed projects and proposed projects (see attached). The city is finalizing the financing package to have a line of credit in order to complete the larger projects in a timely manner. Altavia would be completed first with a goal of 2016. Aberdeen would be scheduled for construction in 2016. Cleveland and Jackson would be completed next, likely in 2 phases of lower then upper sections with a goal of 2017 and 2018 respectively.

2) Altavia Street Improvement Project.

The Altavia Street Improvement Project was discussed in more detail with the committee recommending the following:

- A) The roadway section to be used will be 22 feet from back of curb to back of curb to allow parking on one side. The currently width is generally 18 feet. A cul-de-sac is envisioned at the north end. Possible use of rolled curbs in the cul-de-sac were discussed.
- B) The roadway will be centered on the right of way
- C) The sidewalk on the east side of the street will be retained with the project and replaced where affected by the project. The sidewalk on the west side will be retained if possible but not a significant cost
- D) Parking will be permitted on one side of the street
- E) The pavement section will be a full depth replacement typical section
- F) The committee discussed concerns for the soil conditions on the northern 25% of the project which corresponds to the steepest section of roadway. Dan Von Handorf will contact Thelen to request a proposal for the work.
- G) Plan to obtain bids for both a concrete section and concrete curb with asphalt pavement. For the concrete section consider diagonal joints and other new specs in the Kenton County Subdivision Regulations
- H) Parking pads that are parallel to the curb will be removed. Parking spaces perpendicular to the curb and long enough to park beyond the sidewalk will have a curb cut provided.
- I) At the July SD1 Board meeting, the policy for SD1 participating in replacing sanitary laterals similar to the 2013 policy was approved based on the city's agreeing to participate by repairing the street, curb, walks etc. The majority of sanitary mains and laterals on the Altavia project are in back yards rather than along the street. Based on the age of the laterals, the city would like to replace the laterals that will be located under the proposals improvements. Bayer Becker will send the plans to SD1 to coordinate the replacement of laterals on Altavia that are under the proposed street improvements. Bayer Becker will request SD1 to video and confirm locations of laterals. Chair Fangman will contact SD1 to discuss how the lateral replacements will be paid for.

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- J) The water main has not been upgraded in many years. Bayer Becker will contact Northern Kentucky Water District to request an upgrade of the system including new fire hydrants.
- K) The gas main has been replaced by Duke within the last several years. The meter locations may need to be moved with the project.
- L) The street is served by overhead Electric and Telephone on poles along the street. Poles will likely need to be relocated due to the street widening. BB will send plans to Duke to begin the coordination process.
- M) The overall drainage of the street is proposed to be similar to existing. Catch basins will be upgraded at the existing low point and the downstream pipe capacity checked. At the northern end of the project catch basins will be added between the high point and the end of the street. A cul-de-sac is envisioned to be built at the northern end which will incorporate adjusting and possibly adding inlets and tying to the existing storm system. Capacity of the downstream system will need to be verified.
- N) Additional Right of Way will likely be required for the construction of the Cul-de-sac. As in the past, easements will not be obtained for minor grading and driveway replacements outside of the right of way in conjunction with the project.
- O) Currently there are existing retaining walls in and along the right of way. The design will avoid the walls where possible.
- P) The street has several trees in and along the right of way. Dan will contact an Arborist to assess the current condition of the trees and provide guidance on how the trees may be affected due to planned work in the vicinity of the trees. The results of his findings will be presented to the committee.
- Q) BB has completed the majority of the field topographic survey. The recent storm and driveway improvements by SD1 will need to be located and added to the plan
- R) BB will prepare cross sections at several points along the alignment for review by the committee. The committee will then plan to walk the project to discuss project issues.

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.

Jay F. Bayer, P.E., P.L.S.

cc: All Present
File