

THE PARK HILLS CITY COUNCIL HELD A REGULARLY SCHEDULED BUSINESS MEETING ON MONDAY, JANUARY 14, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY RICHARD SPOOR, ENGINEER JAY BAYER AND BUILDING INSPECTOR/ZONING ADMINISTRATOR EDWARD JODY. ABSENT: SUSAN FERGUSON AND MARK KAELEN.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of December 10, 2001, minutes was made by Mr. Brunner and second by Mr. Ryan. Motion carried for approval of minutes.

I. Department Reports

A. Police Department – Mr. Muske made a motion for acceptance of the December report; second by Mr. Ryan and motion carried. Chief Rick Smith stated that he would recommend some personnel policy chain of command changes and salary ranges. Public Safety/Personnel Committee will review the changes.

B. Fire/EMS – Mr. Ryan made a motion to accept the December report; second by Mr. Brunner and motion carried. Chief Finke stated that the fund drive collected over \$10,000 and it is greatly appreciated. Jeff Hoppenjans was promoted to Fire/EMS Lieutenant.

C. Building Inspector/Zoning Administrator – Motion for approval of December reports was made by Mr. Muske and second by Mr. Brunner. Motion carried.

D. Public Works Department – Motion for acceptance of the monthly report was made by Mr. Ryan, second by Mr. Brunner, and motion carried. Mr. Finke mentioned that the City of Ludlow is charging \$20 to load each scoop of salt. Mr. Finke was able to have the invoice adjusted, but will check into other sources for next winter. Tree mulching was done by Kenton County on January 8 and most of the mulch is gone. As usual, additional trees have been dropped off since that date.

E. City Engineer – Motion was made by Mr. Brunner and second by Mr. Ryan to accept the report submitted. Motion carried for report acceptance. Amsterdam Road project: punch list items remain. Old State Road project: the Water District will be making improvements from St. James to Sleepy Hollow. The plans have been bid. Cinergy is proposing gas main improvements. The public meeting will be scheduled soon. Dixie Highway project: awaiting Chef Barone's updated site plan. Cecelia road project: topographic surveying is primarily complete.

F. Finance Department – Motion was made by Mr. Brunner to accept the December financial statements. Mr. Ryan seconded and motion carried by unanimous vote. Special Fund Payments: Road Tax Fund invoice in the amount of \$895; Municipal Road Aid Fund invoices for \$10,430.25 and \$22,052 from the Sanitation Fund. Ralph Kuchle, 1128 Coram, complained about payment of the Contract Sweepers invoice for street sweeping. The contractor gouged his concrete driveway

Business Meeting Minutes

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(Finance Dept. continued)

and he is awaiting resolution. Mr. Spoor stated that the city is not liable for the torts of independent contractors. The issue is between Mr. Kuchle and the contractor. The city will contact Contract Sweepers on behalf of Mr. Kuchle. Mr. Brunner made a motion to pay the invoices; second by Mr. Ryan. Roll call: Brunner – aye; Muske – aye; Ryan – aye; Stubbs – aye. Motion carried for invoice payments.

II. Old Business

A. Web Site: Mayor Hellmann read a statement on behalf of Councilmember Ferguson stating that the web site would save the city the cost of publishing the annual audit and budget ordinances. Ms. Ferguson recommended Ellanet, Inc. to establish the web site and she will serve as liaison. Jonathan Phillips of Ellanet was in attendance and answered questions concerning the web site. Motion was made by Mr. Brunner to go forward with the web site. Ms. Stubbs seconded the motion and motion carried by unanimous vote.

III. New Business

A. Municipal Order 1, 2002 BOCA Appointment: Mayor Hellmann read the Order. The Order reappoints Charles Meyers as alternate to the board for a term of one year. Motion for Order acceptance was made by Mr. Muske, seconded by Mr. Brunner and motion carried by unanimous vote.

B. Municipal Order 2, 2002 Board of Adjustment Appointments: Mayor Hellmann read the Order. The Order reappoints the Board of Adjustment members for a four-year term. Motion for Order acceptance was made by Mr. Brunner, second by Mr. Ryan and motion carried.

IV. Committee Reports

A. Community Environmental Committee: Mr. Muske reported on the meeting held earlier. The committee reviewed the Northern Ky. Area Planning Commission landscape regulations. The regulations would apply to Dixie Highway and multi-family dwellings. The regulations would apply whenever a business expands a certain percentage of its existing building or a certain percentage of its parking lot requirements. The committee proposes that a public hearing be held in order to allow the following changes: 1) reduce existing square footage structure requirements; and 2) when a land use changes to a different use, the regulations would apply. The hearing will be held on January 28 and first reading of the ordinance will be read at the meeting that follows. The Mayor will meet with the Business Association to discuss the regulations.

B. Public Safety/Personnel Committee: No report.

C. Infrastructure Committee: No report.

D. Mayors' Group Report: Meeting will be held January 19. Topics will include mobile data terminals for emergency vehicles and discussion of a permit tracking system.

E. Mayor's Update: The Mayor mentioned that he has approved the purchase of a new Cincinnati Bell telephone system for the building. It will include a battery backup for the system, callerID, paging, improved intercom system, 12 voicemail boxes. The Mayor will meet with the architect this week regarding building renovations. This week the Mayor, Chief Smith and Mr. Brunner will interview for a police officer. The Mayor will also meet with the Garden Club, Tree Board, and Civic Association this week regarding the Trolley Park Master Plan. Department of Local Government is providing a Community Development Block Grant guideline training on March 5 & 6 in Bowling Green. Northern Ky. Legislative Caucus will hold several upcoming sessions regarding the General Assembly.

V. Delegations & Communications

Municipal Government League: Ms. Stubbs will attend the meeting on January 17.

Northern KY. Area Development District: Mr. Muske mentioned the availability of T-21 enhancement grant money and Land and Water Conservation Grant money that may be used for a park on the south side of Dixie Highway.

Kenton Co. Municipal Planning & Zoning Commission – Mr. Bayer reported that the Comprehensive Plan was adopted in December. It is a county-wide plan that is updated every five years.


Ralph Kuchle, 1128 Coram, had several questions: 1) What constitutes a snow emergency and notification process (this was addressed in the last newsletter). 2) Does Park Hills have a leash law and pooper-scooper law (yes--it is enforced by the Dog Authority and addressed in the nuisance ordinance). 3) Parking too close to the stop signs (this will be checked). 4) Parking on the street when you have a driveway (voluntary/courtesy - it was addressed in the last newsletter).

VI. Adjournment

9:12 p.m. Motion for adjournment was made by Mr. Muske.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A PUBLIC HEARING, SPECIAL MEETING AND CAUCUS ON MONDAY, JANUARY 28, 2002, AT 7:30 P.M., IN THE FIRE DEPARTMENT, WITH MAYOR MICHAEL J. HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, SUSAN FERGUSON, MARK KAEIN, STEVEN RYAN, WILLIAM MUSKE AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY RICHARD SPOOR AND BUILDING INSPECTOR/ZONING ADMINISTRATOR EDWARD JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

LANDSCAPE REGULATIONS PUBLIC HEARING: There were two recommended changes to the proposed regulations that will be included in the ordinance first reading. One change requiring the landscape regulation to apply, would be based on the lesser percentage of structure increases or additions. This is due to the limited amount of expansion space in the city. The other change for regulations to apply, would be when a land use changes to a different land use.

SPECIAL MEETING

Roll Call

I. First Reading – Ordinance 1, 2002 Landscape Regulations: Read in summary by Mr. Spoor. The regulations apply to multi-family and commercial property and not to residential or duplex.

II. First Reading – Ordinance 2, 2002 Police Rank Structure: Read in summary by Mr. Spoor. The ordinance amends the current setup of rank structure.

III. Resolution 1, 2002 – Police Clerk Appointment: Read in summary by Mr. Spoor. Chief Smith gave brief background information on the new clerk. Julie Alig's appointment is effective January 30, 2002. Motion for adoption of Resolution was made by Mr. Kaelin and seconded by Ms. Ferguson. Motion carried by unanimous vote of council.

IV. 8:45 p.m. Adjournment – Motion for adjournment from special meeting was made by Mr. Kaelin.

CAUCUS MEETING

Call to Order

Petition: James Haggard, 1045 Montague Road Retaining Wall Repair. Tom Miller was in attendance as Mr. Haggard's attorney. Mr. Haggard's property is adjacent to the hillside slippage. The wall along his driveway has moved and caused two walls in his garage to be out of plumb. He is unable to open the garage doors. His understanding is that he is required to obtain geo-technical drawings and reports before a building permit is issued. even though he is not disturbing the hillside. The proposed work would be done on the inside and not outside. Mr.

(Petition continued)

Haggard stated that he could join the ongoing Montague lawsuit. Mr. Haggard and his attorney will meet with Mr. Jody and Mr. Spoor to seek resolution to the retaining wall issue.

I. Discussion – Newsletter Articles: The web site may be up by April and it will be the focus of the newsletter. Old photos will be requested for the web site. Articles are due by the next caucus meeting.

II. Committee Discussions

A. Community Environmental Committee: There will be discussion with the Civic Association regarding the parade route. The fall picnic may again include a “Run for the Hills”.

B. Infrastructure Committee: Easement negotiations are ongoing for the Old State Road project. A draft of the sidewalk assessment for each property will be available for the next meeting. Cecelia Project: Bayer Becker Engineers has plans 75% complete. Dixie Highway Sidewalk Project will be bid in the next few weeks.

C. Public Safety/Personnel Committee: Committee will schedule a meeting to discuss the personnel policy.

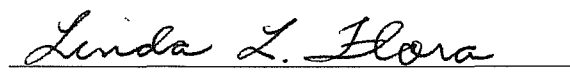
III. Delegations Discussions

Telecommunication Board: Ms. Ferguson mentioned the receipt of \$708 from the Board due to a refund on the franchise fee. Ms. Stubbs mentioned that Park Hills has the opportunity to have “live” meetings on cable. Mr. Brunner mentioned the poor quality of sound on the cable meetings.

9:25 p.m. Mr. Kaelin mad a motion for adjournment.


MICHAEL J. HELLMANN, MAYOR

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A REGULARLY SCHEDULED BUSINESS MEETING ON MONDAY, FEBRUARY 11, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, SUSAN FERGUSON, MARK KAEIN, WILLIAM MUSKE AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY ROBERT WINTER AND BUILDING INSPECTOR/ ZONING ADMINISTRATOR EDWARD JODY. ABSENT: STEVEN RYAN AND JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of January 14 and January 28, 2002, minutes was made by Ms. Ferguson and second by Mr. Muske. Motion carried for approval of minutes.

I. Department Reports

A. Police Department – Ms. Ferguson made a motion for acceptance of the January report; second by Mr. Brunner. Motion carried.

B. Fire/EMS – Mr. Muske made a motion for acceptance of the January report; second by Mr. Kaelin and motion carried.

C. Building Inspector/Zoning Administrator – Motion for approval of January report was made by Ms. Ferguson and second by Mr. Brunner. Motion carried. Mr. Jody reported that violation notices were sent to the Blazer's, Seymour's and their attorney (Montague property), and Reynolds Breyley on Emerson Road.

D. Public Works Department – Motion for acceptance of the monthly report was made by Ms. Ferguson, second by Mr. Brunner and motion carried. Mr. Finke stated that Cinergy has consolidated some electric poles at Trolley Park.

E. City Engineer – Motion was made by Mr. Brunner and second by Ms. Ferguson to accept the report submitted. Motion carried. Amsterdam project: Punch list is ready for review. Old State Road Project: The Water District and Cinergy will be working there the next few months. A public hearing will be scheduled soon for the residents.

F. Finance Department – Motion was made by Ms. Ferguson to accept the January financial statements. Mr. Brunner seconded and motion carried by unanimous vote. Special Fund Payments: Municipal Road Aid Fund invoices in the amount of \$2,361.75. Ms. Ferguson made a motion to pay the invoices; second by Mr. Brunner. Roll call: Brunner – aye; Ferguson – aye; Kaelin – aye; Muske – aye; Stubbs – aye. Motion carried for payment of invoices.

II. Old Business

A. Second Reading Ordinance 1, 2002 Landscape Regulations: Mr. Winter read the ordinance and summarized its contents. Mr. Muske made a motion to adopt Ordinance 1, 2002; second by Mr. Brunner. Mr. Kaelin is opposed to adoption of the ordinance. Motion carried for adoption of the

(Ordinance 1, 2002 continued)

ordinance. Ms. Ferguson attended an Urban Forestry meeting and asked about matching funds for a grant. Matching funds would be available up to \$2500.

B. Second Reading Ordinance 2, 2002 Police Rank Structure: Read by Mr. Winter. Motion for adoption of Ordinance 2, 2002, was made by Mr. Kaelin and second by Ms. Ferguson. Motion carried by unanimous vote of council.

C. Newsletter Articles: Articles are due by caucus meeting.

III. New Business

A. Resolution 2, 2002 – Appointment of Police Officer: Read by Mr. Winter. The Resolution appoints Robert Ford as Patrolman Grade 1 effective February 8, 2002. Motion for acceptance was made by Mr. Kaelin and second by Ms. Ferguson. Motion carried by unanimous vote.

B. Resolution 3, 2002 – Police Officer Promotion: Read by Mr. Winter. The Resolution promotes John Eddy to Sergeant effective February 11, 2002. Motion was made by Mr. Brunner and second by Ms. Ferguson. Motion carried by unanimous vote.

IV. Committee Reports

A. Community Environmental Committee: Mr. Muske mentioned the city survey would be sent out in the fall.

B. Public Safety/Personnel Committee: Meeting February 18 to discuss having a CPR class and to discuss the personnel policy.

C. Infrastructure Committee: No report.

D. Mayor's Update: Budget proposals from department heads are due by February 15. The preliminary changes for the Dixie Drive-In are going forward with three car dealerships and four office buildings. The property abuts Notre Dame. Trolley Park Project: Four bids were received ranging from \$28,000 to \$48,000. One piece of the project amounts to \$18,000. There is \$10,000 budgeted and the difference would come from the Reserve Fund. Motion was made by Mr. Muske to have the Garden Club, Tree Board and Civic Association determine the best use of the \$18,000 in order to come back with final drawings and then put out to bid; second by Mr. Brunner. Mr. Kaelin is opposed. Motion carried. Dixie Highway Streetscape Project: Ms. Stubbs will head up the committee. It will be composed of Business Association members, council members, Tree Board members, Garden Club and Civic Association members.

V. Delegations

Municipal Government League: Board Meeting February 22.

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ordinance. Ms. Ferguson attended an Urban Forestry meeting and asked about matching funds for a grant. Matching funds would be available up to \$2500.

B. Second Reading Ordinance 2, 2002 Police Rank Structure: Read by Mr. Winter. Motion for adoption of Ordinance 2, 2002, was made by Mr. Kaelin and second by Ms. Ferguson. Motion carried by unanimous vote of council.

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V. Delegations

Municipal Government League: Board Meeting February 22.

9:05 p.m. Motion was made by Mr. Kaelin and second by Mr. Brunner to enter executive session to discuss pending litigation. No action was taken.


VI. Adjournment

9:23 p.m. Motion for adjournment was made by Mr. Kaelin.



MAYOR MICHAEL J. HELLMANN

ATTEST:



CITY CLERK

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MAYOR MICHAEL J. HELLMANN

ATTEST:



CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A REGULARLY SCHEDULED CAUCUS MEETING ON MONDAY, FEBRUARY 25, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, SUSAN FERGUSON, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY RICHARD SPOOR. 7:38 PM. MARK KAE LIN.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Petitioner: John Toeppen, owner of Town & Country Soccer Center, 1610 Dixie Highway, requested that the zoning use be changed. Better Bodies representatives were present as the interested party in purchasing the Soccer Center. It would remain a recreational use, but it is not zoned as such. It was built as an addition to the restaurant for an auxiliary use. It has been separated since by a firewall. Building Inspector/Zoning Administrator Ed Jody will be asked to check the zoning and the fire department will inspect the building. Consensus of council was to go forward with the zone change if needed. Attorney Mike Sketch asked that a zoning permit be issued and that the city apply for a text amendment.

Ralph Kuchle, 1128 Coram Street, asked for an update on his drainage problem. The city engineer has the base contours started on the drawing and will come up with three alternatives and cost for resolution of the drainage problem. Mr. Kuchle expressed his concern of the proposed Dixie Gardens project that will border Park Hills. The project is scheduled to be discussed at the Fort Wright council meeting this week.

I. Newsletter Articles – Newsletter is scheduled to go out next week.

II. Discussion – Trolley Park Revised Cost Estimate: The proposed cost from Good Earth is \$18,000 for the Trolley Park landscaping including the flagpole area. The Garden Club, Civic Association and Tree Board are in agreement with the plan. There was lengthy discussion of the cost and plans and scheduling. There will be additional discussion with Good Earth prior to a vote of council.

III. Mayor's Update – Barone's has provided drawings. The Dixie Highway Sidewalk Project will be out for bid in March.

IV. Committee Discussions

A. Community Environmental Committee: Mr. Muske reported that the Civic Association decided that the parade would be a Park Hills Parade and not a joint parade with Fort Wright. Also, a Fall Fun Run is planned in conjunction with the picnic. The 75th city anniversary will be celebrated at the picnic. The committee will meet March 11 to discuss potential park sites.

B. Infrastructure Committee: Mr. Ryan reported that the Amsterdam project punchlist is significant. Thelen, the geo-tech engineer, took samples of the pavement and it does not meet specifications. Mr. Finke asked if the geo-tech invoices could be paid by the contractor. Mr. Spoor stated that if there is good reason to believe there is a problem, it is chargeable to the contractor. A subcontractor clause will be in future specifications. Old State Road Project: The easements are

(Infrastructure continued)

being finalized. The city engineer strongly recommends that Terrace Drive pavement be sawcut and a pipe installed from the existing work on Amsterdam Road up Terrace. This would alleviate future water problems. The cost will be approximately \$50,000. The committee will meet March 5 to discuss the Old State Road project including sidewalk funds or assessment.

C. Public Safety/Personnel Committee: Mr. Kaelin reported on the committee meeting held last week. There will be minor changes to the personnel policy. There was discussion of budgeting one or two defibrillators for the cruisers. There will be a CPR class in March.

V. Delegations

Municipal Government League: Ms. Stubbs attended the board meeting last week and will attend the regular meeting later this month.

OKI Oversight Committee: Mr. Brunner attended the last meeting. As far as any effect on Park Hills, the merge lane will be extended south on I-75 to Buttermilk Pike.

Dixie Highway Streetscape Steering Committee will meeting March 4 at Reality Tuesday. So far, the committee is composed of: Evelyn Stubbs/Council; Dave Fangman/Businessmen's Association; Pam Spoor/Tree Board; Stephanie Feltner/Civic Association. The landscape architect will present ideas.

VI Adjournment

9:34 p.m. Motion was made by Mr. Kaelin to adjourn.


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CITY CLERK

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MAYOR MICHAEL J. HELLMANN

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CITY CLERK

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CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of February 11 and February 25, 2002, minutes was made by Mr. Ryan and second by Ms. Ferguson with one addition on February 11 Old Business A. The landscape ordinance passed with condition that the city would reimburse business owners the cost of landscape items if torn out by the city. Motion carried for approval of minutes.

I. Department Reports

A. Police Department – Ms. Ferguson made a motion for acceptance of the February report; second by Mr. Ryan. Motion carried. Chief Smith has been in contact the architect on the building renovation plans.

B. Fire/EMS – Ms. Ferguson made a motion for acceptance of the February report; second by Mr. Muske and motion carried.

C. Building Inspector/Zoning Administrator – Motion for approval of February report was made by Mr. Muske and second by Ms. Ferguson. Motion carried. The Mayor and Mr. Jody inspected the Soccer Center and there is a fire separation. If the zoning is a changed to allow recreation and it is a change of use, it may fall under the new landscape regulations. Mr. Jody will review the regulations. On another matter, the owner of Blazer's has asked if a used car lot would be allowed there. Consensus of council was not to change the zoning to allow that use.

7:38p.m Mark Kaelin in attendance.

D. Public Works Department – Motion for acceptance of the monthly report was made by Mr. Ryan, second by Ms. Ferguson and motion carried. Mr. Finke was complimented for his work on Amsterdam Road brush cutting and cleanup. Mr. Finke reported that Ray Prus Company completed the work on Mt. Allen Alley. It will be inspected before final payment is made. Also, there was a pre-construction meeting with the Water District. On March 25, waterline work will begin on Old State Road and will be complete within two weeks. They will also clean and line from Trolley Park to the V.F.W.

E. City Engineer – Motion was made by Mr. Brunner and second by Ms. Ferguson to accept the report submitted. Motion carried. Amsterdam project: Punch list items are being addressed. Old State Road Project: Plans are ready to bid. The Terrace Drive storm water line will be approximately \$45,000 and will be bid as a separate project. Dixie Highway project: The sidewalk plans are complete and will be advertised for bid this week. Bids will be awarded at the next caucus

(Engineer continued)

meeting. Cecelia project: Plans are primarily complete. Locust Retaining Wall: Thelen & Associates is preparing a proposal.

F. Finance Department – Motion was made by Ms. Ferguson to accept the February financial statements. Mr. Ryan seconded and motion carried by unanimous vote. Special Fund Payments: Road Tax Fund invoice in the amount of \$3,097.16 and Municipal Road Aid Fund invoices in the amount of \$9,023.28. Mr. Muske made a motion to pay the invoices; second by Mr. Ryan. Roll call: Brunner – aye; Ferguson – aye; Kaelin – aye; Muske – aye; Ryan – aye; Stubbs – aye. Motion carried for payment of invoices.

II. Old Business

A. Trolley Park Landscape Proposal: Mr. Muske made a motion to spend \$18,536 for the Good Earth proposal for improvements to both the Trolley Park area and the flagpole area. Mr. Brunner seconded the motion. Roll call: Brunner – aye; Ferguson – aye; Kaelin – no; Muske – aye; Ryan – aye; Stubbs – aye. Motion carried.

B. Old State Road Project: Mr. Ryan reported that the Infrastructure Committee recommended that the city would fund 75% of the sidewalk funding and would assess for the 25%. Mr. Kaelin questioned funding of the sidewalks as setting a precedent. The funding would be from Municipal Road Aid or Vehicle Fee Fund. The Old State Road sidewalk project would be for safety reasons. Motion to move forward with the project with 75% city funding and 25% assessment funding for the sidewalk portion of the project was made by Mr. Ryan and second by Mr. Muske. Motion carried by unanimous vote of council. Mr. Spoor stated that assessment procedure would include two ordinances and a report sent to the homeowners and a hearing would be scheduled. There is a 30-day period in which people can file an objection in Circuit Court. The bids could be conditional upon either the assessments going through or the balance being funded by the city. The committee will meet again March 13 to continue discussion of the project.

III. New Business

A. Municipal Order 3, 2002 – Water District Easement in Trolley Park: Tabled.

IV. Committee Reports

A. Community Environmental Committee: The committee visited potential park sites on the south side of Dixie Highway and will contact the property owners for consideration. The Fun Run/Picnic will be held September 7. The city and fire department anniversaries will be celebrated.

Ms. Stubbs attended the Civic Association meeting and they have requested that the street banners be put up before the parade. Permission has been requested from Cinergy to put banners on the poles.

(Committee reports continued)

Ms. Stubbs reported that the Dixie Highway Streetscape Steering Committee met for the first time. A representative from Bayer Becker presented ideas for landscaping on Dixie Highway. One suggestion was to hire a project manager to coordinate the project. Ms. Stubbs will prepare a description.

B. Public Safety/Personnel Committee: no report.

C. Infrastructure Committee: No additional report.

D. Mayors' Group Report: Park Hills is hosting the March 16 meeting at Wood Brothers Smokehouse and Grill.

V. Delegations

Municipal Government League: Next meeting is March 21.

VI. Adjournment

8:54 p.m. Motion for adjournment was made by Mr. Kaelin.

ATTEST:

Linda L. Flara
CITY CLERK

Michael J. Hellmann
MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING AND A REGULARLY SCHEDULED CAUCUS MEETING ON MONDAY, MARCH 25, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING.
COUNCILMEMBERS PRESENT: MARK KAELEN, FRED BRUNNER, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY BOB WINTER.
ABSENT: SUSAN FERGUSON.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Discussion - Ambulance Fees: Dennis Finke

Medical Claim Assistance (MCA billing service) has suggested an increase in ambulance fees from present cost of \$250.00 (and \$3 per mile) to \$375.00 (and \$6 per mile). Discussion followed.

II. Discussion – Police Department Remodeling: Chief Rick Smith

Chief presented the layout of what new department will look like. Architect to get back to him on Friday with plans. Remodeling will address safety issues (ie: remote door, safety glass, alarm system in evidence room). Evidence room is not in compliance and needs to be re-done. Bidding will hopefully begin next month. Police Dept. needs to make sure equipment and officer's training is up to date for accreditation. Discussed putting in a chair lift in the stairwell.

III. Committee Discussions

A. Community Environmental Committee: Discussion involving property to possibly use for a park site. One of the property owners was not interested. The owner of the other three property sites is Mr. Richard Wachs. The property on St. Joseph Lane could be leased to the city. Mr. Wachs is considering selling the basketball property at a later date. Area behind Cecilia is not city owned. Mr. Muske will speak to Mr. Wachs again about selling land to the city and how much it would cost.

B. Infrastructure Committee: The committee now recommends that the city not assess for the Old State Road sidewalk. Upcoming South Arlington Road project: There are fewer properties than on Old State, which would make homeowners on South Arlington pay much more for sidewalks. Since the sidewalks are more of a safety measure, and will not increase the value of the homes, homeowners should not have to pay for the improvements. Also discussed was the issue of extending sidewalks all the way to St. Agnes. Ft. Wright does not want to be involved in putting sidewalks in and this would cause 8 to 10 houses to not have access to sidewalks up to St. Agnes. May meet with Ft. Wright council to discuss this issue.

C. Public Safety/Personnel Committee: No report.

III. Delegations Discussions

Municipal Government League: Ms. Stubbs reported that NKU Emerging Technology Triangle is designed to manage the growth of the University with the growth of the business community. Also

(Delegations continued)

discussed was the Metropolitan Education and Training Services which would require a new building. It is a program at NKU for people to enter the business community in the tri-state area.

Northern KY Area Development - Budget workshop was held for city officials.

Kenton Co. Municipal Planning & Zoning - April 4th will discuss zoning change for Soccer Center to make it into a recreational facility. No word from Ed Jody if this is a change of use.

Mr. Kuchle brought up subject of Rumpke's recycling problem. His recycling bin contents were put into the truck with regular garbage. A call to Rumpke was made by Mr. Kuchle as well as by Clerk's office.

IV. 8:43 p.m. Adjournment - Motion for adjournment from Caucus meeting made by Mark Kaelin.

SPECIAL MEETING

Call to Order

I. First Reading - Ordinance 3, 2002 Ambulance Fee Amendment: Mr. Winter summarized first reading of the ordinance to raise the fee from \$250.00 per run to \$375.00 per run.

II. Municipal Order 3, 2002 - Water District Easement: Motion was made by Mr. Kaelin to approve the easement for a 12-inch water main thru Trolley Park. Second by Mr. Muske and motion carried by unanimous vote of council.

III. Dixie Highway Project Bid Award: There was discussion of the Dixie Highway sidewalk from St. James Avenue to Covington Catholic High School. Three bids were received. Michel's Construction was lowest bidder at \$48,791.00. Motion was made by Mr. Brunner to accept the Michel's bid in the amount of \$48,791.00; second by Mr. Ryan. Roll call: Brunner: Aye; Kaelin – Aye; Muske – Aye; Ryan – Aye; Stubbs – Aye. Motion carried. The additional \$10,000 grant money may be used for street-scaping. Will meet with the Bayer Becker design engineer.

Mayors' Group: Discussion about skateboard park. Park Hills would be responsible for \$296.54 of the \$28,000 engineering cost. Mr. Kaelin made a motion to approve the payment with a clause stating no additional money will be given in the future should the price of the project go up; second by Mr. Muske. Roll call: Brunner – aye; Kaelin – aye; Muske – aye; Ryan – aye; Stubbs – aye. Motion carried.

The cost for the Locust Street retaining wall engineering by Thelen & Associates is \$4493.58. The street will be a separate bid if road work is needed.

Motion was made by Mr. Kaelin to move forward with the engineering cost of \$4493.58; Mr. Ryan seconded. Roll call: Brunner – aye; Kaelin – aye; Muske – aye; Ryan – aye; Stubbs – abstain. Motion carried.

Discussion about next five road projects: The Mayor proposes that Bayer Becker Engineers move forward with plans for cost estimates of future projects. Discussion followed.

9:12 p.m. Mr. Muske made a motion to enter executive session to discuss pending litigation that may affect the city. Mr. Kaelin seconded and motion carried.

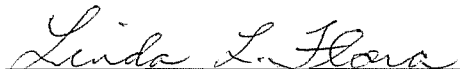
9:40 p.m. Mr. Muske made a motion to grant authority to assert counterclaims against Jamie Puthoff; second by Mr. Kaelin and motion carried.

VI Adjournment

9:42 pm. Motion for adjournment was made by Mr. Kaelin.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A REGULARLY SCHEDULED BUSINESS MEETING ON MONDAY, APRIL 8, 2002, AT 7:35 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, SUSAN FERGUSON, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY RICHARD SPOOR, CITY ENGINEER JAY BAYER AND BUILDING INSPECTOR/ ZONING ADMINISTRATOR EDWARD JODY. ABSENT: MARK KAELEN.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of March 11 and March 25, 2002, minutes was made by Ms. Ferguson and second by Mr. Brunner. Motion carried for approval of minutes.

I. Department Reports

A. Police Department – Mr. Ryan made a motion for acceptance of the March report; second by Ms. Ferguson and motion carried. Chief Smith mentioned that Officer Gonzalez received minor injuries while pursuing someone on foot. He missed a day and a half of work. Mayor Hellmann read a proclamation declaring May 12 – 18 National Police Week and May 15 as Police Memorial Day.

B. Fire/EMS – Ms. Ferguson made a motion for acceptance of the March report; second by Mr. Brunner and motion carried. Chief Finke stated that the ambulance passed inspection.

C. Building Inspector/Zoning Administrator – Motion for approval of March reports was made by Ms. Ferguson and second by Mr. Brunner. Motion carried. Mr. Jody mentioned an application submitted for fill dirt at Covington Catholic High School. After review by Bayer Becker Engineers and Ed Jody, plan changes will be needed. Mr. Muske asked that a landscape regulation packet be given to businesses on Dixie Highway that propose changes.

D. Public Works Department – Motion for acceptance of the monthly report was made by Ms. Ferguson, second by Mr. Muske and motion carried. Mr. Finke reported that the Water District project on Old State Road (between St. James Avenue and Sleepy Hollow Road) will be completed this week.

E. City Engineer – Motion was made by Ms. Ferguson and second by Mr. Brunner to accept the report submitted. Motion carried. Amsterdam Road Project: Punchlist items are being addressed. A meeting will be set up this week with the contractor. Old State Road Project: Public meeting will be held April 23 or 24th. Dixie Highway Sidewalk Project: Paul Michels & Sons was low bid. A pre-construction meeting will be scheduled this week. Cecelia Road Project: Plans are primarily complete. Harriet/Coram Drainage Improvement: Topographic survey primarily complete and options to be discussed. Locust Street Retaining Wall: Bid Specifications to be prepared for a possible June bid. Thelen & Associates will be asked to provide and estimate for the cost of the wall.

F. Finance Department – Motion was made by Mr. Brunner to accept the March financial statements. Ms. Ferguson seconded and motion carried by unanimous vote. Special Fund Payments: Municipal Road Aid Fund invoices in the amount of \$10,275.57. Ms. Ferguson made a motion to pay the invoices; second by Mr. Brunner. Roll call: Brunner – aye; Ferguson – aye; Muske – aye; Ryan – aye; Stubbs – aye. Motion carried for payment of invoices.

II. Old Business

A. Second Reading – Ordinance 3, 2002 Ambulance Fee Amendment: Read by Mr. Spoor. The ordinance increases the ambulance fee from \$250 to \$375 per run and increases \$3 per mile fee to \$6 per mile. Also, it increases the fee of \$50 to \$250 if the defibrillator is used. Motion for adoption of the ordinance was made by Ms. Ferguson and second by Mr. Ryan. Motion carried by unanimous vote.

B. Police Department Remodeling: Mayor Hellmann mentioned that some minor changes still need to be made to the plans. The \$150,000 loan has been refinanced. The interest rate was 5.95% and refinanced at 4.57%. The project should be ready for bid in the next two weeks.

III. New Business

A. First Reading – Ordinance 4, 2002 Zoning Amendment: Read in summary by Mr. Spoor. The ordinance adds recreational use to the highway commercial zone.

Ms. Ferguson reported that she has checked into Division of Forestry grant money. The city would need to provide matching grant money up to \$20,000. The grant could be used for a Dixie Highway Project Manager and would need to be written by May 31. Consensus of the Mayor and Council was to wait until next year to apply since the Dixie Highway project has begun.

IV. Committee Reports

A. Community Environmental Committee: Mr. Muske reported that he talked with Richard Wachs to see if he is interested in selling land to the city for a park. Mr. Muske will follow up with him in a couple weeks. The annual picnic will be September 14. The 60th anniversary of the fire department and the 75th anniversary of the city will be celebrated. Mr. Muske requested that additional money be allotted for the picnic.

B. Public Safety/Personnel Committee: no report.

C. Infrastructure Committee: No additional report.

D. Mayors' Group Report: Next meeting is April 20. Discussions will include the skateboard park.

E. Mayor's Update: Fort Mitchell sent a letter requesting a donation of \$750 from our city. The annual KLC convention will be held at the Northern Ky. Convention Center from October 2 – 6. The Mayor received a telephone call about putting in a mulch path near the 10th green of Devou Park. The Mayor will meet with a representative to determine if a section of the path will be in Park Hills. The Transportation Department will have an auction of their fleet vehicles in Frankfort on May 16.

V. Delegations

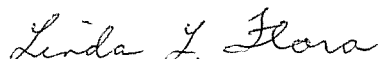
No reports.

VI. Adjournment

8:40 p.m. Motion for adjournment was made by Mr. Muske.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING AND A CAUCUS MEETING ON MONDAY, APRIL 22, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, SUSAN FERGUSON, MARK KAEIN, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY ROBERT WINTER.

SPECIAL MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Second Reading – Ordinance 4, 2002 Zoning Amendment: Read by Mayor Hellmann. The ordinance amends the Highway Commercial zone to include recreational uses. Motion for ordinance acceptance was made by Ms. Ferguson and seconded by Mr. Kaelin. Motion carried by unanimous vote of council.

II. Memorial Day Parade Permit – Motion was made by Mr. Kaelin to approve the Memorial Day Parade Permit; second by Ms. Ferguson and motion carried by unanimous vote.

III. Adjournment – 7:38 p.m. Motion was made by Mr. Kaelin to adjourn.

CAUCUS MEETING

Call to Order

Petitioners: Jerry Theobald, 1215 Audubon Road, presented photos of storm water drainage. He requested that a curb be installed to divert the water from his yard, sidewalk, driveway and basement. Mr. Finke and Councilman Ryan will check into the request. Since the Amsterdam Road project is ongoing, the contractor could do curbs at the current unit price.

Ralph Kuchle, 1128 Coram Street, notified the city of potholes on lower Amsterdam Road northbound and southbound. He has also notified the City of Covington about potholes on Amsterdam Road within their city limit. Also, there is a section of Amsterdam Road near Trolley Park that is eroding away. It was determined that there is a natural spring there and the drainage problem needs to be addressed. Regarding the ongoing storm water problem at Harriet/Coram Street, Mr. Kuchle wants the problem resolved. Bayer Becker Engineers has provided preliminary drawings but cost is yet to be determined. The drawings need to be finalized and the project will then go to bid.

I. Fire Department: Chief Dennis Finke reported that Transcare (paramedics) has laid off personnel due to financial problems. The county may request financial assistance from the cities. Mr. Finke wanted to make council aware of the situation.

Chief Finke asked that the city consider making a contribution to BeConcerned in memory of Lois Stephens who was a member of the department for 10 years.

II. Discussion – Police Department Remodeling: Some minor changes need to be made to the drawings. The project should be advertised for bid in the next couple weeks for possible award at the next meeting.

III. Committee Discussions

A. Community Environmental Committee: Mr. Muske reported that Richard Wachs is not interested in selling property to the city for a park site. 1200 Elberta Circle may be considered for park property. Taxes on the property are delinquent. There was discussion of condemning the property and discussion of ongoing fines for blight. A Notice of Violation needs to be written and if the work is not done, a lien will be placed on the property. After that, the foreclosure procedure could begin.

B. Infrastructure Committee: Mr. Ryan reported that the Old State Road Project town meeting will be April 24.

C. Public Safety/Personnel Committee: Mr. Kaelin reported that nine people participated in the CPR training class. Additional classes will be scheduled. Regarding the paramedics, Mr. Kaelin requested that the city send a letter to the Judge/Executive unless the issue is resolved at the upcoming Fire Chiefs' meeting.

IV. Mayors' Update: Mayor Hellmann met with the Trolley Park landscaper and the work is progressing. Millie Fangman obtained a quote from Raynmaster for \$2,000 for soaker hoses and five water spigots. The Garden Club would be willing to pay half the cost. Consensus of council was that the city is already paying \$18,000 for the Trolley Park landscaping. The Civic Association will be approached about sharing the cost with the Garden Club. A sprinkler system has been ruled out due to an estimated cost of \$12,000. Ms. Fangman also provided quotes for replacing the Trolley building roof: slate roof cost \$2,675 or red tile \$2,900. Grant funding will be pursued to pay for the roof replacement. Terrace Drive Storm Sewer Extension Project: Bayer Becker Engineers provided a quote of \$3200 for their services. Consensus of council was to go forward with the plans. Morgan Court Project: Bayer Becker Engineers cost of \$11,800. South Arlington Road Project: Bayer Becker Engineers cost of \$23,200. The Morgan Court project and South Arlington Road Project engineering costs will be addressed at the next business meeting.

V. Delegations

Northern Kentucky Area Planning Commission: Mr. Muske reported that on May 2 there will be a public meeting to discuss modifying off-street parking requirements for office uses.

VI Adjournment

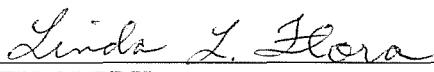
8:47 p.m. Motion was made by Mr. Kaelin to adjourn.

Caucus Meeting Minutes
April 22, 2002
Page 3



MAYOR MICHAEL J. HELLMANN

ATTEST:



CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A REGULARLY SCHEDULED BUSINESS MEETING ON MONDAY, MAY 13, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, SUSAN FERGUSON, MARK KAELEN, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY RICHARD SPOOR, CITY ENGINEER JAY BAYER AND BUILDING INSPECTOR/ZONING ADMINISTRATOR EDWARD JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of April 8 and April 22, 2002, minutes was made by Ms. Ferguson and second by Mr. Ryan. Motion carried for approval of minutes.

Petitions: Ralph Kuchle, 1128 Coram Street, asked for an update on the storm water drainage issue. Mr. Bayer stated that the plans are ready with pavement improvements to a minimum to keep cost down. The asphalt that is removed will be replaced. Mr. Kuchle stated that the Rumpke trash/recycle problems continue. The trash truck driver either picks up the recycle with the trash or completely misses the trash. The Mayor stated that Rumpke is contacted and penalized. Rumpke will be asked to attend the next caucus meeting. On another matter, he mentioned that there are some new potholes on lower Amsterdam Road and there are still drop-offs in that area. There is a spring there.

I. Department Reports

A. Police Department – Ms. Ferguson made a motion for acceptance of the April report; second by Mr. Ryan and motion carried. Chief Smith was asked about use of the speed computer. It is being placed on streets throughout the city. It will be set up on Old State Road to obtain data for the upcoming road project.

B. Fire/EMS – Ms. Ferguson made a motion for acceptance of the April report; second by Mr. Kaelin and motion carried. Chief Finke stated that the fire department reunion was very successful

C. Building Inspector/Zoning Administrator – Motion for approval of April reports was made by Ms. Ferguson and second by Mr. Ryan. Motion carried. Mr. Jody mentioned that he has had several inquiries about what businesses can go into Blazer's property on Dixie Highway. Some violations need to be addressed. Regarding the Cole Estates property on Scenic Drive (Rue de Maisons) there have been requests for the homeowners' association agreement. Mr. Spoor stated that the city is not party to the homeowners' association agreement. If there is an agreement, it should be referenced in the deeds.

D. Public Works Department – Motion for acceptance of the monthly report was made by Mr. Ryan, second by Mr. Muske and motion carried. Mr. Finke reported that there was an asbestos inspection at 1103 Cecelia Avenue. Regarding Montague Road: There has been some additional hillside slippage and it has been cleaned up. The Mayor directed Mr. Finke to immediately call Thelen & Associates (geotech. engineer) when there is any slippage and then call him. Stephanie Hall, 1025 Montague Road, has been putting gravel down in that unsafe area. Mr. Finke stated that

(Public Works continued)

use of the driveway is very dangerous and a vehicle could easily flip over and roll. Mr. Spoor will check the court order.

E. City Engineer – Motion was made by Mr. Ryan and second by Ms. Ferguson to accept the report submitted. Motion carried. Amsterdam Road Project: Punch list items are still being addressed. There will be some paving to rework some manholes. Weather has held up the work. Old State Road Project: Public meeting was held April 24th and there was a good turnout with helpful input. Thelen is doing a study regarding a slope by Covington Catholic. After that, the project will be ready to bid. The goal is to have the project complete before school starts in the fall. Dixie Highway Sidewalk Project: The work is primarily complete. A punch list will be prepared. Cecelia Road Project: Awaiting input on city parcel. The Water District plans to replace the water main in January and the road project could begin at that time. Harriet/Coram Drainage Improvement: The project would include 230 feet of storm sewer, catch basins and headwall at an approximate cost of \$33,000. The Infrastructure Committee will meet to discuss the project. Locust Street Retaining Wall: Thelen has provided photos of wall samples. Preliminary cost estimate, depending on the wall type, would be \$55,000 - \$75,000. Infrastructure Committee will discuss the project.

F. Finance Department – Motion was made by Mr. Ryan to table acceptance of the April financial statements due to late receipt of the reports. Mr. Muske seconded and motion carried by unanimous vote. Special Fund Payments: Municipal Road Aid Fund invoices in the amount of \$4,114.84. Road Tax Fund invoices in the amount of \$2,923.82. Mr. Kaelin asked if the Thelen & Associates cost for geotechnical engineering would be reimbursed. Mayor Hellmann stated that the cost will be built into future projects but would not be reimbursed at this time. Discussion followed. Mr. Muske made a motion to pay the invoices; second by Mr. Kaelin. Roll call: Brunner – aye; Ferguson – aye; Kaelin – aye; Muske – aye; Ryan – aye; Stubbs – aye. Motion carried for payment of invoices.

II. Old Business

A. Police Department Remodeling: Mayor Hellmann will meet with the architect.

III. New Business

None.

IV. Committee Reports

A. Community Environmental Committee: no report.

B. Public Safety/Personnel Committee: The CPR class was held. There will be future classes.

C. Infrastructure Committee: Will set up a meeting to discuss upcoming projects.

D. Mayors' Group Report: Next meeting is May 18. Storm water management will be discussed along with mobile data terminals and the skateboard park.

E. Mayor's Update: City Clerk/Treasurer interviews: there were 10 applicants and 3 or 4 will be interviewed this weekend. Budget Proposal: to be discussed at caucus meeting. Trolley Park Update: Primarily complete. The light at the flagpole is yet to be moved. Water lines were put in with the leftover money since the Garden Club paid for the pavers and sales tax that had been charged. Dixie Highway Streetscape Update: Ms. Stubbs will present plan outlines at the caucus meeting.

V. Delegations

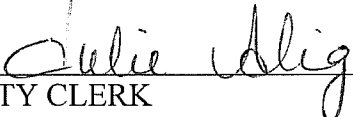
Tree Board: Pam Spoor will make recommendations for tree removal and replacement for the upcoming Old State Road Project.

VI. Adjournment

8:55 p.m. Motion for adjournment was made by Mr. Kaelin.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, MAY 20, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, WILLIAM MUSKE, STEVEN RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY ROBERT WINTER. ABSENT: SUSAN FERGUSON AND MARK KAE LIN.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Rumpke—Recycle/Trash Complaints: Tim Bayer and Elizabeth Osborne (District Manager/Butler office) were in attendance for Rumpke. There have been complaints that the trash truck drivers have been picking up the recycle also. Mr. Bayer suggested that the city require residents to use the red bins. Rumpke would supply recycle stickers for other cans. Mr. Muske suggested that larger bins might be the answer. Or, put a note with a recycle sticker in the bins that are not in compliance. Mr. Bayer suggested that the city put the word out again in the newsletter about use of the red bin as a flag.

II. Bayer Becker Engineers: Jay Bayer did a deposition as a witness in the Stephanie Hall - Landslide case. Bayer Becker Engineers submitted an invoice for \$2773.11. There was discussion of obtaining a breakdown of the invoice i.e. hourly, out-of-pocket expenses.

III. April Financial Statements – Approved.

IV. Dixie Highway Streetscape: Ms. Stubbs did a presentation of the Streetscape plans provided by Bayer Becker. It is a very expensive project overall. Preliminary plans include curb cuts, an access road in the rear of the businesses with lighting, additional parking spaces, landscaping, park area near Reality Tuesday, retaining walls, an event sign, stone walls at either end of Dixie Highway. There is also consideration of intersection changes. The Mayor mentioned that businesses would be involved in the plans and cost.

V. Newsletter Articles: Some of the topics will be on the CPR class that was held, construction projects, web site, city picnic, use of recycle bins and a storm water article.

VI. Mayors' Group Report: Mayor Hellmann reported that the City of Fort Wright may put in money for their part of the sidewalk on Old State Road if St. Agnes Church contributes. The Mayor will meet with Jay Bayer and St. Agnes tomorrow.

VII. Committee Discussions

A. Community Environmental Committee: no report.

B. Infrastructure Committee: Mr. Ryan reported on the meeting held earlier. Harriet/Coram Drainage Project: One concern was getting the water to N. Arlington/Hamilton intersection faster with the collapsed pipe. Another concern was availability of funds due to other projects. There was discussion of borrowing money for ongoing street projects. Locust Street Retaining Wall: tabled. On-street parking: Terrace @ Amsterdam Road and Old State Road @ Aberdeen will be striped.

(Committee Reports Continued)

C. Public Safety/Personnel Committee: no report.

VIII. Delegations

Municipal Government League: Ms Stubbs reported that the majority of the meeting was regarding the Sanitation District takeover of the storm water system. There was also a legislative update that included redistricting, telemarketing and the state budget.

Northern Ky. Area Planning Commission: Mr. Ryan reported that they will meet next month and the proposed tax rate is for no increase in the motor vehicle tax.


IX. 2002-03 Proposed Budget: The Mayor has proposed a 4% increase for full-time employees except for the City Clerk. There will be a new City Clerk due to the retirement of Linda Flora. The proposed budget includes an increase in motor vehicle tax to .334 Also, proposed is an increase in franchise tax to .75 per \$100. There was discussion of collection and budgeting of the payroll tax, municipal insurance tax and gross receipts. In addition, there was discussion of department budget line items. Ms. Stubbs asked about budgeting for Dixie Highway Streetscape. Some of the funding from Streetscape will come from the Sidewalk Grant.

X Adjournment

10:10 p.m. Motion was made by Mr. Muske to adjourn.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A PUBLIC HEARING AND BUSINESS MEETING ON MONDAY, JUNE 10, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, WILLIAM MUSKE, FRED BRUNNER, AND SUSAN FERGUSON. ALSO PRESENT: ATTORNEY RICHARD SPOOR AND JAY BAYER. ABSENT: MARK KAEIN.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC HEARING

Tax Rate Ordinance No. 7, 2002, raises the real property tax to .245 per \$100.00. The tax rate for personal property will be raised to .334 per \$100.00. The corporate franchise and intangible properties will be .75 per \$100.00.

Adjournment

7:45 p.m. Motion for adjournment was made by Sue Ferguson, second by Steve Ryan. Motion carried.

BUSINESS MEETING

CALL TO ORDER

APPROVAL OF MINUTES: Motion for approval of May 6 and May 20, 2002, minutes was made by Ms. Ferguson and second by Mr. Ryan. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Mr. Ryan made a motion for acceptance of the May report; second by Ms. Ferguson and motion carried. Sgt. John Eddy discussed the use of speed computers and where they are located. Congratulations to Robert Ford for letter received. Discussion of increase in city citations.

B. Fire/EMS – Ms. Ferguson made a motion for acceptance of the May report; second by Mr. Ryan and motion carried.

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of May report; second by Mr. Brunner and motion carried. Discussion about small amount of permits so far this year. Mr. Muske questioned whether landscape rights were given to Covington Catholic or Better Bodies. Discussion about Cinergy cutting trees back 10' from wires as a precaution for electrocution. Cinergy did not notify residents. Mr. Jody was not present.

D. Public Works Department – Mr. Ryan made a motion for approval of May report; second by Ms. Ferguson and motion carried. Discussion about sidewalk improvements and the possibility of a Code Enforcement Board. The board members are not elected so they have no authority and the board does not seem to be effective in other cities. Mr. Finke brought up the problem with the sign posts (poorly painted and peeling) and is looking into finding someone to repaint them. Posts should first be put on streets that have recently been repaired. The house on Cecelia Ave. has a small amount of asbestos in the floor and therefore will not be burned, also because there is no secondary water source and the house lies too close to the road.

E. City Engineer – Mr. Muske made a motion for approval of May report; second by Ms. Ferguson and motion carried. Bid opening for Old State Road Project will be at noon on Monday, June 17, 2002. Work is primarily complete on Dixie Hwy. Sidewalk. Bayer Becker waiting for input from city on Cecelia property. Infrastructure committee to advise on the Locust Street and Coram/Harriet Projects. Surveying has begun on Morgan Ct. and South Arlington. Mr. Kuchle raised concern over water running onto his property and wants curbs and sewers put in. Mr. Ryan explained to him that the city does not have the money at this time to fix the street and the city has other priorities before Coram is addressed. Mr. Kuchle feels not enough pedestrians use Old State Road, but the main concern for the city is the increase in traffic on this road, not necessarily how many people use it.

F. Finance Department – Ms. Ferguson made a motion for approval of financial reports for May: Trial Balance, Statement of Revenues and Statement of Expenditures; second by Mr. Brunner and motion carried.
Special Fund Payments: Municipal Road Aid Fund invoices in the amount of \$6833.50. Road Tax Fund invoice in the amount of \$975.00. Mr. Ryan made a motion to pay the invoices; second by Ms. Ferguson. Roll call: Brunner-aye; Ferguson-aye; Stubbs-aye; Ryan-aye; Muske-aye. Motion carried for payment of invoices.

II. Old Business

A. Newsletter Articles – Mayor checking into parade follow-up and will find out when Old State Road Project is to begin and approximately how long it may take.

III. New Business

- A. First Reading of Amended 2001-2002 Budget, read by Mayor Hellmann.
- B. First Reading of Budget 2002-2003, read by Mayor Hellmann.
- C. Motion made by Mr. Muske for Resolution No. 4, 2002, for Julie Alig to be appointed new City Clerk/Treasurer and Alcoholic Beverage Administrator; second by Ms. Ferguson and motion carried.
- D. First Reading – Tax Rate Ordinance No. 7, 2002, read by Mayor Hellmann.

Second readings of Amended 2001-2002 Budget, New Budget 2002-2003, and Tax Rate Ordinance will be read at next meeting. If there are four council members who can be present on June 17, 2002, the Special Meeting and Caucus Meeting will be held together, and the scheduled meeting for June 24, will be cancelled.

IV. Committee Reports

- A. Community Environmental Committee: No report
- B. Public Safety/Personnel Committee: No report
- C. Infrastructure Committee: No report
- D. Mayors' Group Report

Reminded council members of mayor's group meeting Saturday at the City of Ft. Wright at 9:00 a.m.

- E. Mayors' Update

Budget is moving along fine. Trolley Park is starting on the gathering place. Discussion about putting a pillar monument at the bottom of South Arlington.

V. Delegations

No reports

Mr. Ryan stated if meeting is cancelled on June 24, everyone is welcome to attend the Area Planning Commission Meeting at Twin Oaks.

Mr. Finke wants to thank the Schamer Family for painting the flagpole.

VI. Adjournment

8:20 p.m. motion for adjournment made by Mr. Muske

ATTEST:

CITY CLERK


Julie Alig


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING AND CAUCUS MEETING ON MONDAY, JUNE 17, 2002, AT 7:30 PM IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, SUE FERGUSON AND MARK KAE LIN.

SPECIAL MEETING

Call to Order

Pledge of Allegiance

Roll Call

I. Opening/Awarding of the Old State Road Project

Barrett will be doing paving for R.A. Miller. Mr. Kaelin voiced concern about their work. There should be a guarantee that if the work is not done correctly, they will come back and make the necessary repairs. Motion was made by Ms. Ferguson to award Old State Road Project to R.A. Miller Construction; second by Mr. Ryan. Ms. Stubbs, aye; Mr. Ryan, aye; Ms. Ferguson, aye; Mr. Kaelin, aye. Money for the project will come out of the Municipal Aid Fund. The amount of the bid is \$299,117.91. Work is scheduled to begin in late July.

Discussion followed regarding St. Agnes paying for the section of sidewalk on their side. Mayor Hellmann is to meet with Larry Kline to discuss his getting funds for the remainder of the sidewalk.

II. Second Reading of Tax Rate Ordinance No. 7, 2002, read by Mayor Hellmann.

Motion for acceptance of ordinance made by Ms. Ferguson; second by Mr. Ryan and motion passed.

III. Second Reading of the Amended 2001-2002 Budget Ordinance No. 5, 2002, read by Mayor Hellmann.

Motion for acceptance of ordinance made by Ms. Ferguson; second by Ms. Stubbs and motion passed.

IV. Second Reading of the 2002-2003 Budget Ordinance No. 6, 2002, read by Mayor Hellmann.

Motion for acceptance made by Mr. Ryan; second by Ms. Ferguson and motion passed.

V. Adjournment

8:15 motion to adjourn made by Mr. Kaelin

CAUCUS MEETING

Call to Order

I. Committee Discussions

A. Community Environmental Committee
No report

B. Infrastructure Committee
Committee lacks one final easement on property description. Will have on July 2.
Drawing was not exactly as expected.

C. Public Safety/Personnel Committee
No report

II. Mayors' Group Report
Mayor talked briefly about Wal-Mart in Ft. Wright and the new houses that are to be built in Ft. Mitchell on Dixie Hwy.

III. Mayor's Update
Nothing new to update

IV. Delegations
Northern KY Area Planning Commission to meet Monday, June 24, 2002, at Twin Oaks.
Mr. Ryan encouraged everyone to attend.


Mr. Kaelin brought up Covington Catholic's State Baseball Championship win and would like to recognize it some way. He would also like to recognize Coach Krumpleman for his twenty years as coach at Covington Catholic.

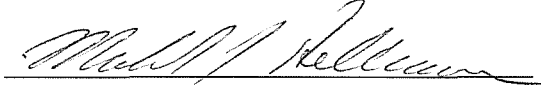
Chief Smith would like to put up "road closed" signs to thru traffic on Old State Road once project begins. The signs would show road closed Mon-Fri from 8:00 am until 5:00 pm. This may help to speed up construction.
Chief Smith concerned about dirt being dumped on property at 1560 Dixie Hwy. (Blazer's) and other pieces of debris that may cause a safety hazard. Mr. Budig is the new owner of the property.

V. Adjournment
8:35 motion to adjourn made by Mr. Kaelin

Special and Caucus Meeting Agenda
June 17, 2002
Page 3

ATTEST:


CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JULY 8, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, WILLIAM MUSKE, FRED BRUNNER, SUSAN FERGUSON AND MARK KAEIN. ALSO PRESENT: ATTORNEY RICHARD SPOOR, JAY BAYER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of June 10 and June 17, 2002 minutes was made by Ms. Ferguson and second by Mr. Ryan. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Ms. Ferguson made a motion for acceptance of the June report; second by Mr. Muske and motion carried. Mr. Brunner commented on the large number of fireworks on the 4th. No injuries or property damage was reported. Mr. Muske asked why the number of speeding tickets were down. Chief Smith explained that with school being out and people on vacation, the numbers tend to fall. The Police Dept. has also increased its bike and foot patrol.

B. Fire/EMS – Ms. Ferguson made a motion for acceptance of the June report; second by Mr. Ryan and motion carried. Dennis Finke was not present.

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of June report; second by Mr. Brunner and motion carried. Blazer's property has been demolished, no word yet of what will be put there. Mr. Muske asked if an article could be put in the newsletter letting residents know what type of work requires a permit. The Old Mill application is in and also the Covington Catholic sight plan. The pillar has been put up at the bottom of South Arlington. There are new owners for the apartment buildings on Elberta, there will be heavier police patrol due to the broken windows at the property.

D. Public Works Department – Mr. Brunner made a motion for approval of June report; second by Ms. Ferguson and motion carried.

E. City Engineer – Ms. Ferguson made a motion for approval of June report; second by Mr. Ryan and motion carried. There is a tentative construction meeting set for July 16, at 3:00 with R.A. Miller. A punch list was prepared by Bayer Becker for the work

Business Meeting Agenda

July 8, 2002

Page 2

done by Paul Michels & Sons, Inc. on the Dixie Hwy. Sidewalk Project. It was recommended that 90% of the bill be paid now, and the remaining 10% be paid after completion and acceptance of work. Motion was made by Ms. Ferguson to pay the 90% in the amount of \$38,880.00; second by Mr. Ryan. Roll Call: Ms. Stubbs, aye; Mr. Ryan, aye; Mr. Muske, aye; Mr. Brunner, aye; Ms. Ferguson, aye; Mr. Kaelin, aye. Work on Cecelia is to begin next spring. The Mayor would like to have the drawings completed by September or October.

F. Finance Department –The Municipal Road Aid Fund only has \$6253.39 in it. The invoices totaled \$9172.50. The Bayer Becker invoice for the Terrace Ave. Storm Sewer Project, in the amount of \$3200.00, was moved to The Road Tax Fund. Municipal Road Aid Fund invoices total \$5972.50; Road Tax Fund invoices total \$4140.00. Ms. Ferguson made a motion for approval of Special Fund Payments for June; second by Mr. Ryan. Roll Call: Ms. Stubbs, aye; Mr. Ryan, aye; Mr. Muske, aye; Mr. Brunner, aye; Ms. Ferguson, aye; Mr. Kaelin, aye.

II. Old Business

A. Newsletter Articles

Ms. Ferguson is working on getting the city website up soon and will be posting the budget on it. Articles are due for the next newsletter.

III. New Business

A. Bayer Becker Contracts for Engineering costs on Road Projects were read by the Mayor. Motion to begin work was made by Mr. Ryan; second by Mr. Muske. Roll Call: Ms. Stubbs, aye; Mr. Ryan, aye; Mr. Muske, aye; Mr. Brunner, aye; Ms. Ferguson, aye; Mr. Kaelin, aye. Projects and estimated costs are as follows: Amsterdam Rd. Project (Sleepy Hollow to Altavia), \$19,800.00. Amsterdam Rd. (Altavia to Hillcrest), \$12,500.00. South Arlington Rd. Project, \$23,200.00. Morgan Ct. Project, \$11,800.00, and Audubon Rd. Project (bottom of hill to dead end), \$23,400.00.

B. First Reading of Ordinance No. 8, 2002 was read by Attorney Richard Spoor. The new ordinance would add a fee for leaf pickup to the tax bill of city residents. All residents will be responsible for the fee, but do not have to use the service. The city may also look into adding a street sweeping fee in the same manner.

IV. Committee Reports

A. Community Environmental Committee

Mr. Muske asked for police support in blocking off streets during a benefit run for the Children's Home. The Civic Association will sponsor the run, which will be held on October 19, 2002. The city will absorb the cost for the police overtime.

B. Public Safety/Personnel Committee

All the police officers are trained on the defibrillator and are carrying it with them on their runs. Chief Smith will be trained soon, he was on vacation during that time.

C. Infrastructure Committee

Mr. Ryan would like to meet before the next Caucus meeting on July 22, at 6:30 pm., to discuss the Locust Street Retaining Wall.

D. Mayors' Group Report

No report.

E. Mayors' Update

Mayor Hellmann brought up the proposed zoning change for Covington. The property is behind Mt. Allen and Exter and is now occupied by The Northern Ky. College. The Planning and Zoning Commission are going to hold a public meeting on Aug. 1. The Mayor will follow up further on this as more details become available.

V. Delegations

A. Tree Board: No report

B. Dog Authority:

Council received animal report from Mr. Sorrell (not present), and also the Kenton County Dog Authority Budget Report.

C. Municipal Government League:

Ms. Stubbs wanted to let everyone know about the picnic at the Cold Spring Municipal Park at 6:00 pm on Thursday, July 18.

D. Northern Ky. Area Development District:

There is a dinner meeting coming up with George Fields as guest speaker.

E. Northern Ky. Area Planning Commission:

Mr. Ryan and Ms. Ferguson attended the meeting on June 24, at Twin Oaks.

Business Meeting Agenda
July 8, 2002
Page 4

F. Kenton Co. Municipal Planning & Zoning Commission:
No report.

G. Telecommunications Board of Northern Ky.:
No report.

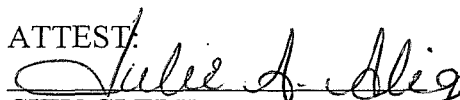
H. OKI Oversight Committee:
No report.

The Mayor reminded Council that the deadline to file for re-election will be the first or second week of August.

Park Hills resident, Mr. Vasilas, brought up the problem of Hamilton Road. He says the road is falling in and needs to be repaired. Letters written by Mr. Vasilas were given to Mr. Finke and Mayor Hellmann. Mayor Hellmann advised Mr. Vasilas that he would look into the matter and get back with him.

VI. Adjournment
8:29 Motion for adjournment made by Mr. Kaelin.


MAYOR MICHAEL J. HELLMANN

ATTEST:

CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, JULY 22, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, FRED BRUNNER, AND MARK KAEIN. ABSENT: WILLIAM MUSKE AND SUSAN FERGUSON. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

SPECIAL MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Resolution 5, 2002 – Rezoning Issue

The Resolution is an opposition to the proposed zone change of the Covington NKU Campus. Motion for acceptance of the Resolution was made by Mr. Brunner; second by Mr. Ryan, and motion passed. Discussion with residents in attendance followed. Residents were concerned about how the zone change would affect property and business values. The property is currently owned by NKU and there is no reason to believe that they are going to sell anytime soon, and would probably not sell to someone who wants to put in an adult entertainment business. If the Area Planning Commission votes against the zone change, the city of Covington can still go ahead with the rezoning if they wish. Developers would have to notify adjacent homeowners before building anything. The Mayor has contacted local churches, schools and businesses about how to help, and he is scheduled to meet with those from St. John's Parish in Covington on Tuesday, July 23. The meeting of the NKAP Commission on August 1 has been moved to the Covington City Bldg. at 638 Madison Ave. to accommodate a larger crowd. A meeting of Attorneys is scheduled for August 6. There was a discussion about having flyers delivered by street leaders to the residents of Park Hills to let them know that the location of the meeting has been changed.

8:35 Motion for recess made by Mr. Ryan; second by Ms. Stubbs and motion passed.

8:42 Meeting resumed

II. Second Reading of Ordinance 8, 2002, adding leaf pick-up fee to the tax bill of residents, was read by Attorney Richard Spoor. Motion to pass Ordinance made by Mr. Brunner; second by Mr. Ryan and motion passed.

III. Motion to pay \$62,162.55 to Lonkard Construction for the Amsterdam Road Project made by Mr. Brunner; second by Mr. Ryan. Roll Call: Ms. Stubbs, aye; Mr. Ryan, aye; Mr. Brunner, aye; Mr. Kaelin, nay. The invoice is approximately 60% of the total cost of \$101,196.95.

IV. Adjournment

9:00 Motion for adjournment of Special Meeting made by Mr. Kaelin

CAUCUS MEETING

Call to Order

I. Motion to grant permit to Mr. Tom Otto, 812 St. James Ave., for a block party on July 27, made by Mr. Ryan; second by Mr. Brunner and motion passed. Mr. Otto was not present at the meeting. He will be notified that he must comply with regulations set forth by the Fire and Police Departments during the block party.

II. Committee Discussions

A. Community Environmental Committee – No report

B. Infrastructure Committee

Mr. Ryan stated he would have a recommendation for council at the next meeting about the Locust St. retaining wall.

C. Public Safety/Personnel Committee – No report

III. Mayors' Group Report

The Mayor attended the KLC Legislative Road Show. KLC representatives talked to city Mayors and Administrators about what they would like to see brought up at the meetings. One of the suggestions was to have better laws regarding unsightly property. The KLC has a new website designed to give cities better communication through e-mail. There was also a discussion about House Bill 174, which would provide funding to cities for highway cleanup. The money (\$802,000.00) will be divided up among the cities depending on population. Park Hills would receive about \$1000.00.

Mr. Ryan wanted to let everyone know that digging will begin Tuesday morning on Old State Rd. at the intersection of Old State and St. James.

V. Delegations Discussions

A. Tree Board – Pam Spoor (not present)

The Mayor reported that CG&E were continuing to cut back trees throughout the city. If residents see them outside their home, they could ask them to not cut as much. GC&E have been cooperative when asked.

Special and Caucus Meeting
July 22, 2002
Page 3

The Mayor also wanted to commend Pam Spoor and her daughter on the excellent work they have been doing with the landscaping at Trolley Park.

B. Dog Authority – No report

C. Municipal Government League – Evelyn Stubbs reported that a lot of fun was had at the picnic last Thursday.

D. Northern KY Area Planning Commission – No report

E. Northern KY Area Development – No report

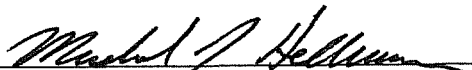
F. Kenton Co. Municipal Planning & Zoning – No report

G. Telecommunication Board of Northern KY – No report

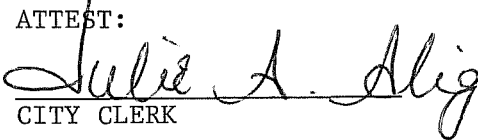
H. OKI Oversight Committee – No report

VI. Adjournment

9:16 p.m. Motion for adjournment made by Mr. Kaelin


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 12, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, WILLIAM MUSKE, FRED BRUNNER AND SUSAN FERGUSON. ALSO PRESENT: ATTORNEY RICHARD SPOOR, JAY BAYER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of July 8 and July 22, 2002 minutes made by Ms. Ferguson and second by Mr. Brunner. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Mr. Brunner made a motion for approval of the July report; second by Ms. Ferguson and motion carried.

B. Fire/EMS – Ms. Ferguson made a motion for approval of the July report; second by Mr. Brunner and motion carried. Dennis Finke reported that the ambulance is in the shop with leaking of transmission fluid. An ambulance borrowed from the County is being used until the city's ambulance is repaired. He also commented that the work on Old State Road is going as planned.

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of July report; second by Mr. Brunner and motion carried. The Mayor commented on passing a stricter maintenance ordinance for property owners. The ordinance would ensure that owners keep their property looking nice and well maintained. A Code Enforcement Board may be put in place to ensure the ordinance is being complied with. The City of Covington's Code Enforcement Board has not been in effect long enough to tell if it is working.

D. Public Works Department – Mr. Brunner made a motion for approval of July report; second by Ms. Ferguson and motion carried. St. James to Sleepy Hollow should be near completion by the start of school. St. Agnes is paying for the portion to Malloy Dr. Ft. Wright said they did not have the money to pay for the completion of their side.

E. City Engineer – Mr. Muske made a motion for approval of July report; second by Ms. Ferguson and motion carried. Jay said Amsterdam Rd. is just about finished. They are still waiting on the punch list from Michels for the Dixie Hwy. Sidewalk Project.

Infrastructure said to go ahead and proceed with the Locust St. wall. The Mayor asked Jay Bayer to look into getting bids to fix the problems on Hamilton Rd. The Mayor would like to go ahead and finish the entire Old State Project now instead of waiting on Ft. Wright. He asked Jay to look into the cost and see what our options are. He will let Council know at the next Caucus meeting.

F. Finance Department

- I. Ms. Ferguson made a motion for approval of June and July Financial reports; second by Mr. Brunner and motion passed.
- II. Mr. Muske asked to have Thelen invoice removed from payment list until Jay Bayer can look into how they came to their total. He believes the amount is too high for core samples taken. Motion to pay the Road Tax Fund payments in the amount of \$1,481.00 made by Ms. Ferguson; second by Mr. Brunner. All ayes and motion passed. Len Riegler taken off Auto Sticker Fund payment list until Dennis verifies work was done. Motion to pay the Auto Sticker Fund payment in the amount of \$1,585.00 made by Mr. Brunner; second by Ms. Ferguson. All ayes and motion passed.

II. Old Business

A. Web Site

Ms. Ferguson announced the City's Web Site is up and running. Mr. Muske asked if it would be possible to upload the city's newsletters and HUB articles on the web site. Ms. Ferguson explained that it would be difficult to do this, but we could put a flyer in the upcoming HUB announcing the new web site and its address.

III. New Business

A. Resolution 6, 2002, Promoting Officer Robert Ford to Specialist read by Mayor Hellmann. Motion for acceptance made by Mr. Brunner; second by Ms. Ferguson. Officer Ford is recognized for his outstanding work since becoming a Park Hills Police Officer. One of his new projects is an updated Safer Seniors Program. Officer Ford visited the Senior Citizens of Park Hills by going door-to-door and introducing himself. He is also active with the D.A.R.E. Program and other community programs. He comes to Park Hills with 11 years experience and has been trained in accidents, investigations and many other areas of police work.

IV. Committee Reports

A. Community Environmental Committee – No meeting

The HUB needs articles by Friday, August 16. Mr. Muske also mentioned the upcoming race scheduled for October 19, 2002. The 5-mile "Home Run" race, sponsored by the

Civic Association, will benefit the Children's Home. Mr. Muske asked Chief Smith to look over the outlined coarse to see if road closures will be needed.

B. Public Safety/Personnel Committee – No meeting

C. Infrastructure Committee – No meeting

Approved further design of Locust Wall and work is set to begin. Mr. Muske wants Council informed of the cost of the project. A signed proposal for the work will be provided to Council.

D. Mayors' Group Report

Mayor Hellmann wants to remind everyone about the Mayor's group meeting at the Area Planning Commission on Saturday at 9:00 a.m. in regards to the Sexually Oriented Business Zoning issue. Please let him know if you are planning to attend.

E. Mayors' Update

Election deadline for Council is tomorrow at 4:00 p.m., Bill Aylor's office.

V. Delegations

A. Tree Board: No report

B. Dog Authority: No report

C. Municipal Government League: There will be a board meeting Wednesday at noon.

D. Northern Ky. Area Development District:

The Fall Dinner will take place on Monday, August 19, 2002, at the Reception Conference Center in Erlanger.

E. Northern Ky. Area Planning Commission: No report

F. Kenton Co. Municipal Planning & Zoning Commission: No report.

G. Telecommunications Board of Northern Ky.: No report.

H. OKI Oversight Committee: No report.

Mr. Harry Tencotte at 839 St. James said Mr. Finke was to look into and take care of any problems with water that may run into his yard due to the Old State Rd. construction.

Business Meeting
August 12, 2002
Page 4

Mr. Kuchle brought up the ongoing problem of water running into his yard on Coram. He asked if the city would use fill dirt in the areas washed out by water. The Mayor explained the city could only fix areas that were on public and not personal property. Mr. Spoor attended an August 6 meeting regarding Sexually Oriented Business Zoning. He reported Gary Edmondson is looking into having this as a countywide zone rather than individual cities. There is no litigation at this time for a Sexually Oriented Zone.

VI. Adjournment

8:44 Motion for adjournment made by Mr. Muske.


MAYOR MICHAEL J. HELLMANN

ATTEST: 
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, AUGUST 26, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, FRED BRUNNER, SUE FERGUSON AND MARK KAE LIN. ABSENT: WILLIAM MUSKE. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

SPECIAL MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. The Old State Road Project Completion discussed among Council. Mr. Kaelin voiced his disapproval with Ft. Wright's decision not to pay for their portion of the new sidewalk. Mr. Ryan agreed, but still wants to go ahead and finish the work. The project will cost Park Hills about \$11,000 plus an additional \$2400 to mill down our side of the street. Motion to spend money on project made by Mr. Kaelin; second by Mr. Ryan. All ayes and motion carried.

Discussion followed about contributing \$3600 to the D.A.R.E Program at St. Agnes School. If money is donated, Ft. Wright will finish their side of sidewalk. Attorney Richard Spoor reminded Council that Park Hills cannot use city money for out of city expenses. Therefore, by donating the money to D.A.R.E., Park Hills can have the street finished without paying for it directly. Mr. Kaelin called this "blackmail" and does not want the project to be paid for this way. Ft. Wright said the money was not in their budget. Mr. Brunner was also in disagreement saying Ft. Wright has a bigger budget and should reimburse Park Hills should we have the street finished.

Donation to D.A.R.E is a one-time cost. If Ft. Wright's side is not finished, it will cost Park Hills an additional \$2400 to mill the street, so if money is given to D.A.R.E., the price of the finished sidewalk will only come to an additional \$1200.

Motion stands to donate \$3600 to D.A.R.E. Roll Call: Ms. Stubbs; aye, Mr. Ryan; aye, Mr. Muske; aye, Mr. Brunner; nay, Ms. Ferguson; aye, Mr. Kaelin; nay. Motion carried.

II. Special Fund Payment of Thelen invoice will be looked into and brought back at the next business meeting.

III. Chief Rick Smith presented E-Mergi Tech Software Program to Council. The software is designed to track police work and to communicate with Kenton County dispatch and other area officers. Park Hills is the only city in the county that does not have the program. Chief Smith explained how the program would become mandatory for all county police departments. The cost is approximately \$24,000. The city would be able to pay ½ the cost now, another payment after installation, and the final payment when the program is up and running.

Ms. Ferguson asked if the city could look into getting a grant to help with some of the cost. The Mayor will see how the program is working for other cities. Chief Smith will see if he can get a technician to come to an upcoming meeting to answer any questions about the program.

IV. 8:20: Motion for adjournment of Special Meeting made by Mr. Kaelin.

CAUCUS MEETING

Call to Order

I. Public Nuisance Discussion: Ms. Ferguson brought up the subject of the DenLou Motel and the serious crimes that have been going on there. The city will look into declaring it a public nuisance and see if it can be closed down. The city will have to look into the history and past violations, ie: zoning, fire and crime.

Discussion about publicity for the picnic (75th Birthday) and The 5K Run. Articles will be posted on the website, newsletter, and HUB. The city will also place an article in the Community Recorder.

II. Committee Discussions

A. Community Environmental Committee – Mr. Muske absent, no report.

B. Infrastructure Committee

Work is beginning on Terrace, after the city is finished with its portion, Cinergy is going to replace gas lines along the same side of the street. The water department is working on the water lines located on Amsterdam and S. Arlington. The Mayor voiced concern about the detour signs being knocked over; Mr. Finke will look into the problem.

C. Public Safety/Personnel Committee – No report

III. Mayors' Group Report – Meeting was regarding the Sexually Oriented Business Zoning issue.

V. Delegations Discussions

A. Tree Board – No report

B. Dog Authority – No report

C. Municipal Government League – Board meeting last Wednesday

Special and Caucus Meeting
August 26, 2002
Page 3

- D. Northern KY Area Planning Commission – No meeting until October.
- E. Northern KY Area Development – No report
- F. Kenton Co. Municipal Planning & Zoning – No report
- G. Telecommunication Board of Northern KY – No report
- H. OKI Oversight Committee – No report

Mr. Drew Hollenkamp introduced himself and announced he would like to run for a Council position. He lives on Cecelia Avenue and became involved with the city during the proposed zoning change. He is anxious to contribute ideas and use his financial background to help better the City of Park Hills.

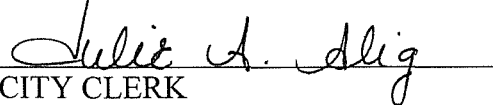
Mr. Hollenkamp has only been a resident of Park Hills for three months. It will be looked into to see if there is minimum amount of time you must live in the city to run for Council.

VI. Adjournment

8:40 p.m. Motion for adjournment made by Mr. Kaelin.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, SEPTEMBER 9, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, WILLIAM MUSKE, FRED BRUNNER, SUSAN FERGUSON AND MARK KAELEN. ALSO PRESENT: ATTORNEY ROBERT WINTER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of August 12 and 26, 2002 minutes made by Ms. Ferguson and second by Mr. Ryan. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Ms. Ferguson made a motion for approval of the August report; second by Mr. Ryan and motion carried.

Mr. Brunner commented on the increase of non-moving violations that have been given out. Chief Smith thanked Ms. Fangman, police clerk, for sending out many letters to bring in money owed to the city.

Mr. Kuchle complained of trash being dumped on Coram property near his home. Chief Smith reminded him the police cannot do anything if the problem is on private property. Mr. Jody is to inspect the property and if there is a violation, he will send a letter to the property owner to remove trash.

B. Fire/EMS – Mr. Brunner made a motion for approval of the August report; second by Ms. Ferguson and motion carried. The VFW Memorial for victims of September 11 is scheduled for Wednesday, September 11, 2002. The Mayor and Mr. Ryan plan to attend.

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of August report; second by Mr. Brunner and motion carried. Ms. Stubbs wanted to let Council know that there was a concern from a local business about the parking areas in regards to the Streetscape Proj. Ms. Stubbs reminded that the project was in its initial stages and any concerns from business owners should be referred to her. The landscape plans for Covington Catholic were changed and will be resubmitted. There was a discussion regarding the dirt at the Old Mill property. There is concern the dirt may be contaminated and Council would like a written report from the EPA after completion of the project to make sure the dirt is safe to move elsewhere.

D. Public Works Department – Mr. Ryan made a motion for approval of August report; second by Ms. Ferguson and motion carried. Mr. Finke informed Council the dirt and rubble from the Old State Project was being put on the property of 1103 Cecelia.

This will be used after the house is demolished to fill in the hole left. Mr. Kaelin also asked if Dennis would see about getting the water pond filled in because it poses a health and safety risk.

E. City Engineer – Ms. Ferguson made a motion for approval of August report; second by Mr. Brunner and motion carried. Paving should begin on Old State Road in the next week or so. Thelen has been given the ok to begin work on the Locust St. Retaining Wall. Discussion followed regarding the repairs needed to Hamilton Rd.

F. Finance Department

I. Ms. Ferguson made a motion for approval of August Financial reports; second by Mr. Ryan and motion carried.

II. Motion to pay the Road Tax Fund invoices in the amount of \$7,484.74 and the Municipal State Aid invoices in the amount of \$3,754.75 made by Mr. Muske; second by Ms. Ferguson. All ayes and motion passed.

II. Old Business

III. New Business

I. Disability Insurance Proposal will be discussed at a later date.

IV. Committee Reports

A. Community Environmental Committee – No meeting

The City Picnic will take place Saturday, September 14, 2002, at 2:00. There will be a pig roast and a booth set up for children to be fingerprinted. All children who participate will be entered in a raffle to win a new bike. Officer Ford was able to get the bike donated to the city.

B. Public Safety/Personnel Committee – No meeting

C. Infrastructure Committee – No meeting

Meeting is to be scheduled.

D. Mayors' Group Report

The Mayor's Group meeting will be held at The Covington Commission Meeting Room, Saturday, September 21, at 9:00 a.m.

E. Mayors' Update

I. The Revised City Building Drawings will be reviewed by Council by the next meeting. At that time they will vote on whether to begin taking bids. The Mayor hopes to begin taking bids by next month. Mr. Finke will look into getting additional bids for the painting of the City Building.

II. The Police Dept. Mobile Data Terminals will be discussed at the next Mayor's Group meeting. Mayor Hellmann will update Council as to what is discussed.

III. One bid was given for the demolition of the Cecelia property. Mr. Muske commented he would like to get additional bids for the work. Mr. Jody will get a list of demolition contractors.

V. Delegations

A. Tree Board: No report

B. Dog Authority: No report

C. Municipal Government League: There will be a board meeting Wednesday at noon.

D. Northern Ky. Area Development District:
The Fall Dinner will take place on Monday, August 19, 2002, at the Reception Conference Center in Erlanger.

E. Northern Ky. Area Planning Commission: No report

F. Kenton Co. Municipal Planning & Zoning Commission: No report.

G. Telecommunications Board of Northern Ky.: No report.


H. OKI Oversight Committee: No report.

VI. Adjournment

8:40 Motion for adjournment made by Mr. Kaelin.

ATTEST

CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, SEPTEMBER 23, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, WILLIAM MUSKE AND SUSAN FERGUSON. ABSENT: FRED BRUNNER AND MARK KAELEN. ALSO PRESENT: ATTORNEY RICHARD SPOOR AND CITY ENGINEER JAY BAYER.

SPECIAL MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Council approved the revised plans for the City Building Renovation.

II. Motion for payment of the R.A. Miller Construction invoice in the amount of \$145,899.12 made by Mr. Ryan; second by Ms. Ferguson. Roll Call: all ayes

III. Council approved the payment of \$45,338.99 to Fifth Third Bank, from Road Tax, to pay off the remaining balance on the property at 1103 Cecelia Ave.

IV. A bid of \$5300.00 from American Services Group has been accepted for the demolition of the house at 1103 Cecelia Ave. One other bid for \$7800.00 was also submitted by CRH Excavation. Two other companies declined to bid saying the job was too small. Discussion followed about the remaining foundation on Cecelia. Mr. Bayer suggested the foundation be broken up before filling in to avoid future building problems.

V. A bid of \$6,800.00 submitted by Ellison Painting for the repainting of the City Building. The price includes painting, stripping and two new gutters. More bids will be accepted for this project.

IV. Adjournment

7:50 Motion for adjournment of Special Meeting made by Mr. Muske.

CAUCUS MEETING

Call to Order

I. Committee Discussions

A. Community Environmental Committee – No report
Discussion about the nice time and good turnout at the picnic.

B. Infrastructure Committee – No report

C. Public Safety/Personnel Committee – No report

II. Mayors' Group Report

III. Mayor's Update

The Mayor discussed the Mobile Data Terminals. The cruisers would still have radios in them, but the terminals would leave open more airways for police communication. Boone County has already installed the program and says other cities may combine with them for an entry fee of \$50,000.00 per city. The Mayor will look into the cost to see if it would be less expensive for the county to set up the program on its own. It was also brought up that the county may be able to pay, or help pay for, the cost of the EmergiTech system needed by the Police Dept.

The Mayor said state road repairs were also brought up at the meeting. The state would assign the county or larger entity to do a study on state roads to see what repairs or improvements are needed. Dixie Highway and Sleepy Hollow Road are the only state roads in Park Hills. A study will be done to see about possibly widening Dixie Hwy. This could create a six to eight lane road, which many business owners would probably not want. In order to get any further money for the road, a study must be done first.

V. Delegations Discussions

A. Tree Board – No report

B. Dog Authority – No report

C. Municipal Government League – Ms. Stubbs updated Council on the presentation given by the Kenton County Transit. They discussed the 5 priority projects for the next 10 years, including the reconstruction of the Brent Spence Bridge and the subject of the lightrail and/or bus transportation system.

D. Northern KY Area Planning Commission – No report
A dinner at the Twin Oaks is scheduled for the 4th Monday in October.

E. Northern KY Area Development – No report
Meeting scheduled for September 26.

F. Kenton Co. Municipal Planning & Zoning
Mr. Jay Bayer presented Council with several options for fixing the problems on Hamilton Road.

The cost of a new wall would be roughly \$250,000.00. The other three options are as follows:

1. Existing alignment option (No cul-de-sac); \$548,349.00
2. Realign Hamilton with intersection at Amsterdam; \$689,069.00
3. Keep Short Arlington Rd. as access, and have cul-de-sac at end of south portion of Hamilton; \$535,296.00

All above prices include the cost of the wall.

It is suggested that the city have Thelen do a study to see how extensive the problem is and how soon repairs would need to be made. The city would also like to see if the state would help with some of the cost.

The Mayor also wanted to check out the 13-14 acres of land on Sleepy Hollow, which backs into Devou Park. This is an area developers may be interested in.

G. Telecommunication Board of Northern KY – No report

H. OKI Oversight Committee – No report

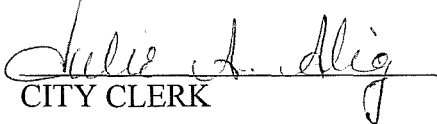
Mr. Ryan wanted to say a “Thank you” to the VFW for the nice memorial service and breakfast on September 11.

Chief Rick Smith commented on having the “dirt ramp” removed on Park Dr. at the entrance to Devou Park. The dirt is used by children as a bike ramp and it is a concern of some of the residents that an injury could occur.

VI. Adjournment

8:30 p.m. Motion for adjournment made by Mr. Muske

ATTEST:


CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, OCTOBER 14, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, WILLIAM MUSKE AND SUSAN FERGUSON. ABSENT: FRED BRUNNER AND MARK KAEIN. ALSO PRESENT: ATTORNEY RICHARD SPOOR

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of September 9 and 23, 2002 minutes made by Ms. Ferguson and second by Mr. Muske. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Ms. Ferguson made a motion for approval of the September report; second by Mr. Ryan and motion carried.

B. Fire/EMS – Mr. Ryan made a motion for approval of the September report; second by Ms. Ferguson and motion carried. Mark Kaelin will be the EMT for the Home Run Race on Saturday, October 19.

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of September report; second by Mr. Ryan and motion carried. Mr. Ed Jody was not present. Discussion followed regarding the construction of Covington Catholic High School. Council concerned that emergency vehicles may not have proper access to the school if needed. This will be looked into.

D. Public Works Department – Mr. Ryan made a motion for approval of September report; second by Ms. Ferguson and motion carried. Demolition for the house at 1103 Cecelia Ave. has been set for October 23.

E. City Engineer – Mr. Ryan made a motion for approval of September report; second by Ms. Ferguson and motion carried. Paving should begin on Old State Road by late this week or early next week. Manholes are being finished on Amsterdam Road and there is a small punch list for Dixie Hwy. to be completed. The Infrastructure Committee will set up a meeting date regarding the property on Cecelia. The Locust Easements were given to Attorney Bob Winter. The Business Association is concerned about parking with the new Streetscape plan. It was explained that the design is still in its initial stages. The

Cecelia repaving project is planned to go out to bid in November, but is still waiting on the Water District to see if water main improvements need to be made. Discussion about retaining wall on Hamilton. Thelen needs to look at the problem and see how extent the problem is. Repairs to fix the inner problems are to be made during the next year. The Mayor announced Jay Bayer will be resigning his seat with The Kenton Co. Municipal Planning & Zoning Commission.

F. Finance Department

- I. Mr. Ryan made a motion for approval of September Financial reports; second by Ms. Ferguson and motion carried.
- II. Motion to pay the Road Tax Fund invoices in the amount of \$4,473.75 and the Municipal State Aid invoices in the amount of \$9,226.00 made by Ms. Ferguson; second by Mr. Ryan. All ayes and motion passed.

II. Old Business

Discussion about the parking at Covington Catholic after construction is complete. The plans for the new school include about 300 parking spaces. The Board of Adjustments and City Administration looked at the parking situation and believe the school will need about 800 parking spaces. The school responded by saying they could use other parking lots belonging to the businesses around them. It is required that they get something in writing from these businesses allowing them to use their lots and to state how many cars will be able to park in them. There was also a discussion about the lowering of the baseball field 10 feet. The plans call for everything to be level, i.e.: the ball fields, school, and parking lot. They have hired Thelen to do a core study and Thelen should be present during construction per conditional contract to make sure work is being done correctly.

III. New Business

A. The Mayor thanked Mr. Greg Claypole for his work on the Trolley Building. Mr. Claypole gave his time to paint the roof of the building only charging for materials. Bulbs will be planted this Fall in Trolley Park for Spring blooms.

B. Council was updated on the rising cost of the city's insurance. The cost went up about \$8,000.00 and motion was made by Mr. Muske to spend additional dollars on insurance; second by Ms. Ferguson. Roll Call: All ayes and motion passed.

C. The cost for the city to take part in the Countywide Sexually Oriented Business Study will be approximately \$600.00. Ms. Ferguson made a motion for the city to be part of the study; second by Mr. Ryan. Roll Call: all ayes and motion passed.

D. Mr. John Harkrader of Harkrader Construction asked Council and the Police Chief to o.k. temporary "No Parking" signs on Cecelia Ave. during certain hours. In order to construct a new home on Scenic Dr., trucks will need access to the site. Parked cars and low hanging wires may cause problems for the large trucks. The "No Parking" signs will be used mainly during the morning hours for about 10 different days during the six-month construction period. Residents will be notified in advance. Council sees no problem with the request.

IV. Committee Reports

A. Community Environmental Committee – No meeting

A reminder that the Home Run Race to benefit the Children's Home will take place at 9:00 a.m. Saturday, October 19.

The hours for Halloween Trick or Treating will be Thursday, October 31, from 6-8 p.m.

B. Public Safety/Personnel Committee – No meeting

C. Infrastructure Committee – No meeting

Public Meeting will be scheduled to discuss property on Cecelia.

D. Mayors' Group Report

E. Mayors' Update

A letter from Pam Spoor was sent to the Mayor asking for \$600.00 to buy bulbs and flowers and to cut down dead overhanging plants and trees around the city. The planters in the city need low maintenance plants that will thrive without a lot of water. Council will decide at a later meeting whether or not to spend the money.

Ms. Stubbs voiced concern for residents worried about new homes going up on Scenic Dr. and how it will affect their view and/or property value. The Homeowners Association lays guidelines for new homes and these are furnished thru the County.

V. Delegations

A. Tree Board: See Mayor's Update

B. Dog Authority: No report

Brief discussion about letter sent from Benny Johnson, Chairman of The Kenton County Dog Authority.

C. Municipal Government League: No report

D. Northern Ky. Area Development District: No report

E. Northern Ky. Area Planning Commission: No report
The quarterly meeting will be held on Wednesday, October 30, 2002.

F. Kenton Co. Municipal Planning & Zoning Commission: No report.

G. Telecommunications Board of Northern Ky.: No report.

H. OKI Oversight Committee: No report.

A letter from Kim and John Kennedy of Old State Rd. was received thanking the city for the new sidewalk on their street. Another letter from Rob and Meralyn Taylor of Audubon was received letting the city know how much they appreciate all the work being done to keep the city looking nice. Both letters were read by Mayor Hellmann.

VI. Adjournment

8:23 Motion for adjournment made by Mr. Muske.

ATTEST


CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, OCTOBER 28, 2002, AT 7:30 P.M. IN THE CITY BUILDING. COUNCILMAN STEVE RYAN LED THE MEETING. OTHER COUNCILMEMBERS PRESENT: EVELYN STUBBS, WILLIAM MUSKE, FRED BRUNNER, SUSAN FERGUSON AND MARK KAELEN. ABSENT: MAYOR MICHAEL HELLMANN. ALSO PRESENT: ATTORNEY ROBERT WINTER

CAUCUS MEETING

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners: None

II. Auditor's Report presented by Linda Chapman

III. A check in the amount of \$3,000.00 to Anthem and \$4,000.00 to United Healthcare were made out in order to receive quotes for health insurance. The checks will not be cashed unless the city decides to sign on with one of the companies.

Discussion about other alternatives to Health Insurance were brought up, including insurance thru the KLC and Chamber. These options, as well as others, will be looked into.

IV. The city is looking into adopting a new city seal. The new seal will feature a trolley with the words "City of Park Hills" around the top, and "Kentucky" around the bottom. The front of the trolley will have the founding date "1927" on it. Linda Flora came up with the idea for the new city seal.

V. Committee Discussions

A. Community Environmental Committee – No report

Mr. Muske wants to thank everyone who participated in, or helped with, the Home Run Race on October 19. The Civic Association raised over \$2500.00 for the Covington Children's Home.

B. Infrastructure Committee – No report

Paving on Old State will begin as soon as the weather warms up. The temperature needs to be at least 55 degrees in order to set properly.

The E.P.A. wants to inspect the house on Cecelia before demolition takes place on Monday, November 4.

C. Public Safety/Personnel Committee – No report

II. Mayors' Group Report – No report

III. Mayor's Update

Covington Catholic will have their Groundbreaking Ceremony on Tuesday, October 29, at 1:00 p.m. Councilman Steve Ryan will attend on behalf of the city. All councilmembers are welcome to attend.

V. Delegations Discussions

A. Tree Board – No report

B. Dog Authority – No report

C. Municipal Government League – No report

The annual dinner meeting will be held at Receptions on Saturday, November 23.

D. Northern KY Area Planning Commission – No report

A meeting at Twin Oaks scheduled for Wednesday, October 30.

E. Northern KY Area Development – No report

F. Kenton Co. Municipal Planning & Zoning – No report

G. Telecommunication Board of Northern KY – No report

H. OKI Oversight Committee – No report

VI. Adjournment

8:15 p.m. Motion for adjournment made by Mr. Kaelin

ATTEST:


CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, NOVEMBER 11, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, WILLIAM MUSKE, SUSAN FERGUSON, FRED BRUNNER AND MARK KAE LIN. ALSO PRESENT: ATTORNEY ROBERT WINTER AND JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of October 14 and October 28, 2002 minutes made by Ms. Ferguson and second by Mr. Ryan. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Mr. Brunner made a motion for approval of the October report; second by Ms. Ferguson and motion carried. Mr. Muske wants to thank the Police for all of their help with the “Home Run” race, which took place on October 19. Chief Smith explained extra patrol was needed during the President’s visit to Cincinnati. Patrolmen were needed to provide extra security and to help the Ft. Wright Police, who were shorthanded. The Police Department received two thank-you letters for their help with a health condition and for watching a home while the owner was away.

B. Fire/EMS – Ms. Ferguson made a motion for approval of the October report; second by Mr. Ryan and motion carried. A thank you was made to the Fire Dept. for the Halloweenies after Trick or Treat Thursday night.

C. Building Inspector/Zoning Administrator – Mr. Brunner made a motion for approval of October report; second by Ms. Ferguson and motion carried. The Mayor raised concern over the amount of dirt being put outside of the driveway by the new home going up on Scenic. Mr. Jody said he would look into this.

D. Public Works Department – Ms. Ferguson made a motion for approval of October report; second by Mr. Ryan and motion carried. Ms. Ferguson commented on the great job done by R.A. Miller Construction on Old State Road. There were very few complaints from residents, the job was completed on time and the work looks good. Leaf pick-up for the city will begin on Monday, November 18. Signs will be posted on the streets to give residents advance notice of their streets’ pick-up. Residents are asked to please not rake leaves into the street.

Mr. Kaelin voiced his disappointment with CG&E and their work on Rosemont and Hilltop. The work took a long time to complete and left residents with yard problems. Hilltop also still needs some blacktop replacement. They also need to finish restoration on Terrace. Mr. Finke will talk to the supervisor and follow up with a letter. The house on Cecelia Ave. has yet to be demolished. The job was to be completed on November 4. Mr. Finke left a message for the contractor, but has not heard back from him yet. He will try again to contact him.

E. City Engineer – Mr. Muske made a motion for approval of October report; second by Ms. Ferguson and motion carried. The punch list items on Amsterdam Rd. have been completed. An agreement warranty needs to be signed between the city and Lonkard Construction before the full payment for the work is made. The pavement on Old State Rd. is finished, will get punchlist. Thelen will design the Locust St. wall and will hopefully be put out to bid in January.

F. Finance Department

1. Motion made by Mr. Muske to put off acceptance of October financial reports until next meeting. Second by Mr. Kaelin and motion carried. Since packets were delivered late, there was not sufficient time to look them over.
2. Motion to pay the Road Tax Fund invoices in the amount of \$39,653.60 and State Aid Road Fund invoices in the amount of \$5,633.65 made by Mr. Ryan; second by Ms. Ferguson. Roll Call: all ayes

II. Old Business

III. New Business

A. The owner of the bench inside the Trolley Park Bus Stop has asked that the bench be put back outside so that the ad on it can be seen. Council agreed to move the bench back outside.

The Mayor received a letter from Mr. Schneider of Covington Catholic High School regarding the parking situation during construction of the new school. They have asked permission for temporary parking on the gravel while construction is going on. Ms Ferguson motioned for the waiving of the parking ordinance for Covington Catholic High School until construction is complete or until June 2003, whichever comes first; second by Mr. Ryan and motion carried. Covington Catholic's architect will have until the end of November to solve the parking problem. The school will need enough parking for games in the stadium and the gymnasium.

A. Community Environmental Committee – No meeting

B. Public Safety/Personnel Committee – No meeting

C. Infrastructure Committee – No meeting

Mr. Ryan hopes to schedule infrastructure meeting regarding the Dixie Hwy. Streetscape before the next Caucus meeting. He will contact by e-mail. Last year an application was submitted by the city for funding of the Streetscape Project, which was rejected. Mr. Ryan suggests we resubmit with more detailed plans and ask Business Association members to write letters of support.

Mr. Finke and Mr. Ryan will coordinate a public meeting time for the Cecelia Ave. storm line, hopefully between Thanksgiving and Christmas. They would like to have it out for bid in December.

D. Mayors' Group Report

Mayor Hellmann will be unable to attend the Mayor's Group Meeting on Saturday, November 16. Mr. Kaelin said he could attend in his place. Discussions will include the Mobile Data Terminals, The Skateboard Park, and The Sexually Oriented Business Study.

E. Mayors' Update

Mayor Hellmann wanted to let everyone know about the new business, Madelyn San Tangelo's Hair Salon, which opened at 1500 Dixie Hwy. The business will be working on putting up a new sign in front of the Salon on Dixie Hwy.

The pre bid meeting for the City Building Renovation took place this morning at 9:00. Two contractors showed up. Bids are due by noon, November 19. A Special meeting will be held with Caucus on November 25 to accept or reject bids.

V. Delegations

A. Tree Board: No report

B. Dog Authority: No report

C. Municipal Government League: No report

Ms. Stubbs wanted to remind everyone about the annual dinner on November 23.

D. Northern Ky. Area Development District: No report

E. Northern Ky. Area Planning Commission: No report

F. Kenton Co. Municipal Planning & Zoning Commission: No report.

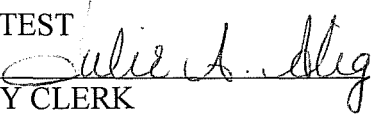
Mayor Hellmann has two people in mind for taking Jay Bayer's seat for the Planning & Zoning Commission. Council has agreed to let the Mayor make the final decision.

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Page 4

G. Telecommunications Board of Northern Ky.:
Ms. Ferguson was not interested in taking the voting cluster seat available for the Telecommunications Board and hoped one of the two new Councilmembers may be interested in taking it. The Board meets on the third Wednesday at 5:00.

H. OKI Oversight Committee: No report.

VI. Adjournment
8:16 Motion for adjournment made by Mr. Kaelin.

ATTEST

CITY CLERK


MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, NOVEMBER 25, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, FRED BRUNNER, MARK KAELEN, SUSAN FERGUSON AND WILLIAM MUSKE. ABSENT: STEVE RYAN. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

SPECIAL MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Petitioners:

Mr. Albers of 622 St. Joseph Lane voiced concern about the conditions of the property at 1200-1204 Elberta Cir. The two buildings are abandoned and have broken windows throughout. Mr. Albers is worried about safety and the fact that the property is an "eyesore". Mayor Hellmann assured Mr. Albers that the windows would be boarded up immediately. Mr. Jerry Koors will be called on Tuesday to start the job of boarding windows and making sure the building is secure.

Mr. Kuchle of Coram wanted his driveway paved after the paving was completed on Old State. It was explained to Mr. Kuchle that the trucks used for paving were too large for his street. Dennis Finke told Mr. Kuchle he would take care of his driveway on Friday. Mr. Kuchle was also upset that the debris dumped on the property near his home has still not been cleaned up. Mayor Hellmann will have Mr. Jody send a letter of violation to the homeowner ordering them to clean up the mess.

More discussion followed regarding Elberta property and the options the city has. In order for the building to be torn down, the city would have to purchase it. This would be too expensive for the city. The property will most likely have a lien put against it and be sold at the courthouse.

I. Three bids for the Police Dept. renovation were received:

Paul Hemmer: \$127,950.00

Century: \$102,600.00

Radius: \$101,000.00

The Mayor will contact the three bidders and have them all bid on the exact same plans and resubmit. The companies added additional options that were not in the original plans. The bids came back higher than expected. Mr. Muske suggested calling smaller companies to see if they were interested in bidding.

II. The Swearing In date for elected officials is scheduled to take place Friday, December 20 at 6:00 pm. It will be held at Wood Brother's Smokehouse. Mr. Bill Aylor will be called to do the swearing in.

III. There will be no Caucus meeting on December 23, 2002.

IV. Ft. Mitchell Garage is painting the posts for the street signs. Seven signs have been torn down off their poles so far throughout the city. Temporary signs will be put up until the new posts can be installed. New signs can be put up higher on posts to keep vandals from tearing them off. Dennis Finke will begin putting up Christmas banners. The banners will hang mainly near the Trolley Park and Amsterdam Rd. area. The new banners will not fit on poles located on Dixie Hwy. Some may go up on South Arlington.

V. The Mayor announced a pay raise for the City Clerk/Treasurer.

VI. Effective immediately, reports for Council will be due on the Thursday before the Business Meetings to make sure packets are ready to go out on Friday.

VII. Police Chief Rick Smith is looking to buy a cruiser from Joe Kidd Dodge. This will replace the cruiser that was wrecked in October. The cost of the car is around \$11,800.00. The Chief is expecting an insurance check this week for \$11,000.00. The car will have no outward signs on it and will not be involved in high-speed pursuits. The siren and lights will be on the inside of the car only.

VIII. Police Dept. personnel change to be discussed at the end of the Special Meeting.

IX. Mr. Muske made a motion to accept the financial reports for October; second by Mr. Brunner. All ayes.

Motion made by Mr. Kaelin to go into executive session for Police Personnel discussion; second by Ms. Ferguson and motion passed. Motion to act on topic of executive session made by Mr. Brunner; All ayes

X. 8:45 Motion for adjournment of Special Meeting made by Mr. Kaelin.

CAUCUS MEETING

I. Committee Discussions

A. Community Environmental Committee

Leaf pick-up was discussed. The leaf pick-up, which began Monday, November 18, should be completed by Wednesday the 27th. Some residents are still raking leaves into the street. Mr. Muske suggested signs be posted next year that a \$50 fine will be imposed on anyone who rakes leaves into the street. Street sweeping is scheduled for December 5

and 6. The Environmental Committee will discuss the city's trash removal contract, which is up for renewal in the spring.

B. Infrastructure Committee

Mr. Ryan was not present. Ms. Stubbs gave report for him. Three topics were discussed.

1) A public meeting is scheduled for December 16, 2002 for the Cecelia Ave. project.
2) Rob Keller attended the Committee meeting and showed the initial plans for the Dixie Hwy. Streetscape project. Issues to be resolved for possible grant money will be parking, signs, etc.

3) The initial plans for the Locust St. retaining wall were discussed. Thelen will be doing the design of the wall and Steve Ryan and Bob Winter will be working on easements. The Mayor commented on additional costs that may be incurred from Thelen on the wall. The existing wall may have steel legs going into the hillside. Thelen needs to do additional work to find out how far they go into the hill and see if it will create a problem with putting in a new wall. They will give the city a new estimate on this additional work.

Mr. Finke said The Northern KY Water District will be replacing the water line on Cecelia Ave. in conjunction with our project. Mr. Finke will be attending a meeting tomorrow at 9:00 am and will have more information then.

Cinergy will replace the burned out bulb on the pillar adjacent to the parking lot at 1500 Dixie Hwy.

C. Public Safety/Personnel Committee

No report

II. Mayor's Group Report

No report. No one attended the meeting. The next meeting is scheduled for Saturday, December 14, at 9:00 am. It will be held at The Elsmere Senior Center.

III. Mayor's Update

Barrett billed the city for additional milling done on Old State Rd.

IV. Delegations Discussions

A. Mayor Hellmann recognized those responsible for the nice work being done at Trolley Park by The Avant Gardeners.

B. Dog Authority – No report

C. Municipal Government League

The annual dinner was held on Saturday, November 23. Ms. Stubbs announced that she was elected as the new treasurer of the Municipal Government League. Congratulations!

Special and Caucus Meeting

November 25, 2002

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D. Northern Ky. Area Planning Commission – No report

E. Northern Ky. Area Development – No report

F. Kenton Co. Municipal Planning & Zoning – No report

Mayor Hellmann is still looking at two people, Mr. Phil Ryan and Mr. Charlie Meyers, one of which may possibly fill the Planning & Zoning seat left by Mr. Jay Bayer.

G. Telecommunication Board of Northern Ky.

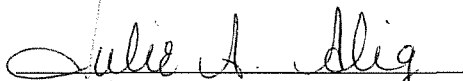
Mr. Drew Hollenkamp has agreed to accept the voting seat of the Telecommunications Board.

H. OKI Oversight Committee – No report

V. 9:01 Motion for adjournment made by Mr. Kaelin


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 9, 2002, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, WILLIAM MUSKE, SUSAN FERGUSON, FRED BRUNNER AND MARK KAEIN. ALSO PRESENT: ATTORNEY ROBERT WINTER AND JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of November 11 and November 25, 2002 minutes made by Ms. Ferguson and second by Mr. Kaelin. Motion carried for approval of minutes.

Petitions:

I. Department Reports

A. Police Department – Mr. Muske made a motion for approval of the November report; second by Ms. Ferguson and motion carried. The new cruiser was discussed. There was also a comment on the large number of verbal warnings given out by police. Chief said he would look into this. There may have been an error when the information was put into the computer. Resolution No. 7, 2002, appointing Glen D. Erck as new police officer, was read by Mayor Hellmann. Motion for its acceptance made by Mr. Brunner; second by Ms. Ferguson and motion carried. Officer Erck was then given the oath by City Clerk, Julie Alig.

B. Fire/EMS – Mr. Brunner made a motion for approval of the November report; second by Ms. Ferguson and motion carried. Mr. Finke informed everyone there would be no ambulance service out of Park Hills on the weekends. The calls will be taken by Ft. Wright. Park Hills may be able to offer the service again at a later date. This will not affect people requiring ambulance service. There was a discussion regarding the fire on Rose Circle. Mr. Finke mentioned anyone wanting to help the fire victims should call him.

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of November report; second by Mr. Muske and motion carried. Ms. Julie Hoffman opened her nail salon at 509 Rosemont Ave. Mr. Jody stated someone may be interested in purchasing the property at 1200-1204 Elberta Cir. Remodeling and improvements will need to be done quickly and correctly due to the problems the city has had with the property in the past. The landscaping plans for Covington Catholic were approved. The landscaping plans for Better Bodies were denied due to lack of information and will have to be resubmitted to Mr. Jody.

D. Public Works Department –Mr. Brunner made a motion for approval of November report; second by Ms. Ferguson and motion carried. The street sweeping was canceled due to the snow. Mr. Finke discussed his concern over the problems with snow removal. Cars on the street make it difficult to clear the roads of snow. Mr. Finke asked if Council would approve a “No parking” on the street from 2-6 am. during the months of December thru March. Mr. Muske explained how difficult this would be due to the increase in the number of cars that families own. Mayor Hellmann asked the Infrastructure Committee to look into a possible solution.

E. City Engineer – Mr. Ryan made a motion for approval of November report; second by Ms. Ferguson and motion carried. The final punch list has been assembled for Old State Rd. The Dixie Hwy. sidewalk project from St. James to Covington Catholic is complete and the final payment has been made. The Cecelia plans are complete and the open meeting is scheduled for Monday, December 16. The Locust St. Retaining Wall plans are in process. Thelen will be sending a proposal to do pit tests. The Mayor would like for Council to look over completed drawings for upcoming street projects. Council will be able to make changes or suggestions beforehand so that once the project is ready to begin, residents will have a better idea of what is going to happen and the approximate date of completion. Morgan Ct. and South Arlington plans are near completion.

F. Finance Department

1. Motion made by Ms. Ferguson for acceptance of November financial reports; second by Mr. Ryan and motion carried. Mayor Hellmann explained the revenues and expenditures for the police cruiser.
2. Motion to pay Road Tax Invoices in the amount of \$19,887.22 and State Aid Invoices in the amount of \$135.80 made by Mr. Muske; second by Ms. Ferguson. Roll Call: all ayes.

II. Old Business

III. New Business

A. Resolution No. 7, 2002 (See Police Dept. Report)

B. New Insurance

Discussion of new Anthem Insurance Policy. Anthem will replace Aetna as the health insurance for city employees. The new policy will save the city about \$5,000 over the next year.

C. Council discussed other ways the city may be able to save money on health insurance including, offering employees a pay option to not take city insurance if they can get insurance through a spouse for a lower rate or whether the city can combine with other smaller cities to lower rates. The Mayor's Group Meeting will be discussing the Kentucky State Insurance, which may become mandatory for all cities. Mayor Hellmann will update Council on discussion.

IV. Committee Reports

A. Community Environmental Discussion – No report

Mr. Muske wants the Civic Association Dinner Dance advertised. Ms. Ferguson stated the next newsletter would not go out until spring. The dance, scheduled for February, will be posted on the Web site. Flyers may also be sent out to residents.

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee

Mr. Ryan reminded Council of the Open Meeting scheduled for Monday, December 16.

D. Mayors' Group Report – No report

E. Mayors' Update

Mayor Hellmann thanked Mr. Kaelin and Mr. Muske for their service as Council members. The two Councilmen did not run for an additional term. Mayor Hellmann reminded Council of the swearing in scheduled for Friday, December 20 at 6:00 pm at Wood Brothers Smokehouse.

V. Delegations

A. Tree Board: No report

B. Dog Authority: No report

C. Municipal Government League: No report

Board meeting will be held Thursday, December 19 to discuss next years' agenda.

D. Northern Ky. Area Development District: No report

Meeting will be Thursday, December 12.

E. Northern Ky. Area Planning Commission: No report

F. Kenton Co. Municipal Planning & Zoning Commission: No report.

Business Meeting
December 9, 2002
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G. Telecommunications Board of Northern Ky.: No report

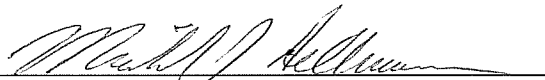
H. OKI Oversight Committee: No report.

8:35 Motion to enter executive session made by Ms. Ferguson; second by Mr. Brunner and motion passed.

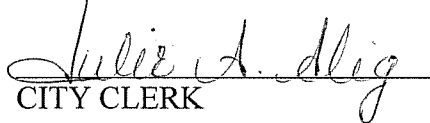
9:14 Motion to end executive session and act upon advice of Council made by Mr. Muske; second by Ms. Ferguson and motion passed.

VI. Adjournment

9:15 Motion for adjournment made by Mr. Kaelin.


MAYOR MICHAEL J. HELLMANN

ATTEST:


CITY CLERK