

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JANUARY 13, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, DREW HOLLENKAMP, SUSAN FERGUSON, FRED BRUNNER AND ANGIE FINKE. ALSO PRESENT: ATTORNEY RICHARD SPOOR, JAY BAYER AND EDWARD JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Petitions:

Business Association Treasurer, Mr. Tom Stamm, was present at the meeting as representative for the members of the Business Association. Mr. Stamm introduced himself and said someone from the Association would attend the regular meetings.

I. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the December report; second by Ms. Ferguson and motion carried. Chief Smith mentioned the upcoming Citizen's Police Academy and urged those interested to attend this informative class. Mr. Kuchle brought up the problem of debris in the road due to the construction at Covington Catholic High School. Mr. Jody will check the traffic code to determine if it is indeed a violation. Since Dixie Hwy. is a state owned road, the responsibility of cleanup would belong to either the Highway Dept. or Covington Catholic High School.

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

C. Building Inspector/Zoning Administrator – Ms. Ferguson made a motion for approval of December report; second by Mr. Ryan and motion carried. The Board of Adjustment denied Dan Bosch's application for building a two-family dwelling on the property located at 712 St. Joseph Ave. The building calls for a 70' lot and this lot was only 50'. There is no new information regarding Better Bodies or the apartments located at 1200-1204 Elberta Cir.

D. Public Works Department – Mr. Ryan made a motion for approval of December report; second by Ms. Ferguson and motion carried. Discussion followed regarding the repairs made to the Ford Explorer used by Public Works. The ball joints have been replaced twice already with only 13,000 miles on it. Mr. Finke will contact Ford about the problem and find out about a warranty.

E. City Engineer – Mr. Ryan made a motion for approval of December report; second by Ms. Ferguson and motion carried. The drawing of the plans for Cecelia Ave. are displayed in the Council Chambers. The open house/public meeting for the Cecelia project was very successful with about twenty residents in attendance. The city is working with The Water District in replacing the water main on Cecelia. The city is hoping to have bids by February. The Old State punchlist is complete and the engineer is working with Thelen and City Attorney Bob Winter. The plans for Morgan and S. Arlington are partially completed and The Dixie Hwy. Sidewalk Project (Streetscape) is in its preliminary stage. The Mayor wants Dennis to contact Thelen and have them give an estimate before doing testing on Hamilton Ave. This needs to be done as soon as possible to see if the road is in immediate need of work.

F. Finance Department

1. Motion made by Ms. Ferguson for acceptance of December financial reports; second by Mr. Ryan and motion carried.

2. Motion to pay Road Tax Invoices in the amount of \$7,307.75 and State Aid Invoice in the amount of \$36.46 made by Mr. Brunner; second by Ms. Ferguson. Roll Call: all ayes.

II. Old Business

A. The Mayor went over the new cost of medical insurance vs. the old plan. The city stands to save about \$5,000 over the next year by switching from Aetna to Anthem.

III. New Business

A. Resolution No. 1, 2003 adopting a new city seal read by Mayor Hellmann. Motion to adopt a new city seal made by Mr. Brunner; second by Ms. Ferguson and motion carried.

B. Municipal Order No. 1, 2003 re-appointing Charles Meyers as an alternate member of the Park Hills Board of Appeals for the term of one year, read by Mayor Hellmann. Motion to re-appoint Mr. Meyers made by Ms. Ferguson; second by Mr. Ryan and motion carried.

C. Ms. Ferguson announced a new Newsletter editor is needed and to let her know if anyone is interested in taking it over. Mr. Hollenkamp suggested Covington Catholic may like to give the project to one of its classes. He will look into this possibility.

D. Resolution No. 2, 2003 supporting House Bill 24 regarding animal cruelty read by Attorney Richard Spoor. Motion to accept Resolution No. 2 made by Mr. Ryan; second by Ms. Ferguson and motion passed.

E. Resolution No. 3, 2003 appointing Phil Ryan as delegate for Kenton County Municipal Planning and Zoning Commission read by Attorney Richard Spoor. Motion to accept Resolution No. 3 made by Ms. Ferguson; second by Mr. Brunner and motion carried.

#### IV. Committee Reports

##### A. Community Environmental Discussion

The chair of this committee will be in charge of trash and recycling. Our current trash contract with Rumpke expires in June.

##### B. Public Safety/Personnel Committee – No report

##### C. Infrastructure Committee

Mr. Ryan briefly explained the role of the infrastructure committee and announced his desire to continue as chairperson.

##### D. Mayors' Group Report

The Mayors' Group Meeting is scheduled for Saturday, January 18 at 9:00 am. The meeting will take place in Ft. Wright.

##### E. Mayors' Update

The Mayor discussed the City Building renovations and his desire to move forward with the project. The bids in November came in too high and the Mayor will look into using the city as its own general contractor. He will update Council at a later date. The Mayor also reminded department heads to begin working on their budgets for next year. The budgets must be ready to pass in July. Two readings are required before budget can be passed.

#### V. Delegations

##### A. Tree Board: No report

##### B. Dog Authority: No report

##### C. Municipal Government League: No report

Board meeting will be held Thursday, January 16 at 6:00 pm at the NKADD on Spiral Dr. in Florence.

##### D. Northern Ky. Area Development District: No report

Since Bill Muske has left Council, a delegate will be needed if anyone is interested.

Business Meeting  
January 13, 2003  
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E. Northern Ky. Area Planning Commission: No report  
A meeting will be scheduled for mid to late February.

F. Kenton Co. Municipal Planning & Zoning Commission:  
Jay Bayer has resigned in his position as delegate to this committee, although he still plans to stay active in some areas of planning.

The Mayor will keep Council updated on plans to build about 100 town homes off of Sleepy Hollow. Since Sleepy Hollow is a state road, the state will have the final say in any road changes.

G. Telecommunications Board of Northern Ky.: No report  
Meeting of board scheduled for 6:00 pm, Wednesday.

H. OKI Oversight Committee: No report.

VI. Adjournment  
8:20 Motion for adjournment made by Ms. Ferguson.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, JANUARY 27 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, DREW HOLLENKAMP, ANGIE FINKE AND EVELYN STUBBS. ABSENT: STEVE RYAN. ALSO PRESENT: ATTORNEY ROBERT WINTER AND CITY ENGINEER JAY BAYER.

### CAUCUS MEETING

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners: None

II. Councilwoman Susan Ferguson's resignation was read by Mayor Hellmann. The Mayor went over the timeline and process for replacement with Council. Council must replace the vacancy within 30 days of resignation or the Governor will appoint someone to it. An ad has been placed in The Ky. Post announcing the vacancy. Interested persons may send a resume to the City Building by Thursday, January 30, 2003 at 4:00 pm. Interviews for the applicants will take place at a Special Meeting scheduled for Monday, February 3 at 7:30 pm in the Council Chambers. If no resumes are received, the meeting will be canceled. The new member will remain on Council for one year after which, he/she will run in the November election.

III. The Mayor discussed with Council his City Agenda Plan, which covers the next two years. The three main issues include: Dixie Highway signage, zoning, etc., updating of the Personnel Policy, ie; vacation, sick and holiday time and insurance, and Trolley Park. The Mayor has organized a committee called "Vision 2006". This committee is made up of the Mayor and Civic Association, Garden Club and Tree Board members. The Mayor would also like to have one or two members from the Business Association participate. The group would promote ideas on how to improve the upkeep and beautification of the city.

The Mayor would also like to move ahead with the City Building renovation. The city has received two more bids:

Dickman Bros. - \$103,350.00

Bosch Const. - \$86,350.00

Mr. Schamer informed Council that he has one more bid coming in. The Mayor would like to accept a bid by February. During renovation, the Police will use the Council Chambers. Mr. Brunner questioned the reason why the city borrowed money to renovate the building instead of using money in the reserve fund. The Mayor replied that the auditor suggests keeping 10% of the total budget in a reserve fund.

Council also discussed the problem of people not following the zoning procedure in the city. Some residents will begin or finish work without first applying for a zoning

permit. Some options were; the city could make the property owner remove work done without a permit or pay the permit amount, plus a penalty fee. Mayor Hellmann will type up his two year agenda for Council.

IV. Mayor Hellmann discussed the Transcare problems with Council. Transcare has been losing money over the past few years. They are looking into ways to raise money so that they can continue to serve Northern Ky. They need to raise around \$276,000. The Fire Chiefs are discussing different plans to help raise the money. Transcare would like to be able to have two paramedic cars with two paramedics in each vehicle. This will ensure the vehicle has a driver in case another call comes in, while the other paramedic remains at the hospital. Transcare wants to pass a county-wide tax to help fund them. The tax would be .50 per 1,000 valuation. This would bring in \$3,471,519 in revenues for EMS services. Transcare would receive \$512,000 for ALS services. The fifteen departments would each receive \$100,000 and the remaining \$1,459,519 would be reallocated to the communities where the money came from.

The City of Park Hills would like to have someone on call 24 hours a day, 7 days a week. The city would pay \$4,500 annually to fund Transcare, which comes to about \$1.50 per citizen. This would take the place of billing that the city currently does. Before this happens, all Kenton County cities would have to agree and the county would pay one-half the cost. This will not eliminate volunteer life squad personnel. It was also discussed whether citizens could contribute directly to a Transcare fund, the way they do for the Firemen's Fund. Dennis would like anyone on Council with questions to call him and he will go over them. Council will vote at the next Business Meeting as to whether they are interested in putting up the money for Transcare.

V. The Mayor and Council discussed the responsibilities of the different committees. The Community Environmental Committee is in charge of trash, recycling and parks. The Infrastructure Committee oversees streets, signs, sidewalks, curbs; etc. The Public Safety/Personnel Committee's main duty will be the updating of the Personnel Policy and employee issues. Each committee requires one chair person and two other members.

#### VI. Committee Discussions

##### A. Community Environmental Committee

Ms. Stubbs has volunteered to chair this committee. Ms. Finke will be a member of the committee. One other member is needed. This may go to the new councilmember after he/she is appointed.

##### B. Infrastructure Committee

Steve Ryan has expressed his desire to continue chairing this committee. Mr. Hollenkamp and Mr. Brunner will be the other two members.

C. Public Safety/Personnel Committee

Mr. Brunner has volunteered to chair this committee. Ms. Finke and Mr. Hollenkamp will be the other two members.

VII. Mayor's Group Report

See Transcare notes.

VIII. Mayor's Update – None

Ms. Stubbs brought up the possibility of Kenton Central going up for sale. The School Board had discussed closing the school to cut costs. This has not been decided yet. The Mayor brought up Mt. Allen Road and Mt. Allen Lane and the problems with easements and right of ways. N.K.U. said they will sign the easement so residents will always have access to Dixie Hwy. from their street.

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IX. Delegations Discussions

A. Tree Board – No report

B. Dog Authority – No report

C. Municipal Government League – No report

Ms. Stubbs let Council know the meeting was canceled due to the snow.

D. Northern KY Area Planning Commission – No report

E. Northern KY Area Development – No report

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

G. Telecommunications Board of Northern KY

Mr. Hollenkamp relayed to Council that Mr. Bamberger was sworn in as chairman of the Telecommunications Board. Mr. Hollenkamp introduced himself to the other members at his first Telecommunications Meeting.

H. OKI Oversight Committee – No report

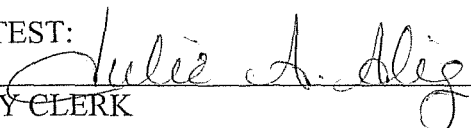
Jay Bayer showed Council two maps. The first was an aerial view of the city and the second was a map of the city's infrastructure marked on it. The map was marked by Mr. Bayer showing where storm lines were put in, which projects have been completed, and which projects are still in the design stages. The attached papers show the last ten years' activities, the amount of time it takes for a project to go from its initial stage of design to the beginning of construction, and a sample questionnaire for Park Hills' Street Task Force Drainage.

9:43 p.m. Motion for adjournment made by Mr. Brunner

9:44 p.m. Motion to enter executive session made by Mr. Brunner

ATTEST:

CITY CLERK



MAYOR MICHAEL J. HELLMANN

Park Hills Street Program  
History

Year	Activity
1993	Council Resolution passed to form Street Task Force (3 members)
1993	Street Task Force Report Prepared
1995	Street Tax passed by voters
1996	Street Task Force committee expanded (7 Members)
1996	Citywide Asphalt Overlay Project Completed
1997	Stormwater questionnaire data assembled
1998	Existing Infrastructure inventoried
1999	Amsterdam Road Storm Project and Rose Circle Completed
2000	St. James Road Project Completed
2001	Amsterdam and Hillcrest Road Project Completed
2002	Old State Road Project Completed
2003	Cecelia/Scenic Road Project Scheduled to be Constructed



### *Sample Project Schedule*

	Item	Weeks	Accum Weeks
1	Receive notice to proceed with Design		
2	Field Topographic Survey	4	4
3	Prepare Base Topographic Mapping	2	6
4	Video Existing Infrastructure	4	10
5	Layout proposed Improvements	4	14
6	Review 70% plans with Infrastructure Committee	1	15
7	Send Plans to utility companies for their requirements	4	19
8	Identify Easements required		
9	Prepare 90% Plans	2	21
10	Review 90% plans with Infrastructure Committee	1	22
11	Begin Easement Approval process	4	26
12	Schedule Public review meeting for input	2	28
13	Complete plans and Specifications for bidding	3	31
14	Finalize Easements	2	33
15	Open Public Bids	0	33
16	Sign the Contract with the Contractor	2	35
17	Schedule Preconstruction Meeting	4	39
18	Begin Construction		

## Park Hills Street Task Force Drainage Questionnaire

Name	Address	Telephone Number
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- |                                                                |     |    |             |
|----------------------------------------------------------------|-----|----|-------------|
| 1. Does your property have storm water enter your home/office? | Yes | No | Do not know |
|----------------------------------------------------------------|-----|----|-------------|

If yes, please indicate what primary point the water enters and how often per year.

		Events per year				
I. Comes up through the floor drain	0	1	2	5	10	20
II Comes in around the wall perimeter	0	1	2	5	10	20
III Comes in cracks in the walls	0	1	2	5	10	20
IV Flows in windows or doors	0	1	2	5	10	20
V Comes up through sink/toilet	0	1	2	5	10	20
VI Flows down the driveway into the home	0	1	2	5	10	20

2. Do you have any of the following:

A. A stormwater sump pump which operates in your home/office?	Yes	No	Do not know
B. Sanitary ejector pump which operates in your home/office?	Yes	No	Do not know
C. A backflow check valve for your stormwater? If yes, where is it located? (i.e. inside or out, front, back, side) _____	Yes	No	Do not know
D. A backflow check valve for your sanitary flow? If yes, where is it located? (i.e. inside or out, front, back, side) _____	Yes	No	Do not know
E. Roof downspouts which outlet on the ground on your property?	Yes	No	Do not know
F. Roof downspouts which connect underground to a sewer?	Yes	No	Do not know
G. Roof downspouts which connect underground to a sanitary sewer?	Yes	No	Do not know
H. Yard or driveway storm drains which connect to a sewer?	Yes	No	Do not know
I. Do you notice a strong sanitary sewer smell near this inlet?	Yes	No	Do not know
J. Frequent ponding of water in your yard for long duration's?	Yes	No	Do not know
K. Erosion of soil in your yard?	Yes	No	Do not know
L. Recurring ice buildup in the street near your property?	Yes	No	Do not know
M. Water ponding in the street near your property?	Yes	No	Do not know
N. Excessive water from another property which flows onto your property?	Yes	No	Do not know
O. Excessive water from the street which flows onto your property?	Yes	No	Do not know
P. Do you have any storm or sanitary facilities on your property which you believe are public improvements and should be maintained by the City or Sewer District?	Yes	No	Do not know

If yes, on the back of this sheet please describe these improvements and why they should be maintained by others.

If yes, have these improvements been dedicated to the City or Sewer District for maintenance with a recorded easement?

Yes	No	Do not know
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3. Please provide a sketch or narrative on the back of this sheet of any storm drainage or sanitary problems that you would like to further clarify.

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON MONDAY, FEBRUARY 3, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, DREW HOLLENKAMP, ANGIE FINKE AND FRED BRUNNER.

**SPECIAL MEETING**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. There were three applicants for the vacant Council position. They are:

Francis "Ted" Worland, 1421 Amsterdam Road

Neil Wilson, 1222 Amsterdam Road

Andrew Collins, 1006 Rose Circle

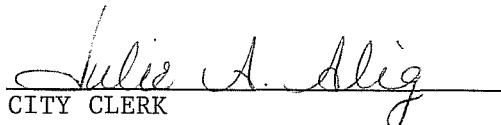
Mr. Worland was out of town on business and unable to attend the interview meeting. He will be interviewed on February 10<sup>th</sup> before the start of the Business Meeting. The other two gentlemen addressed Council and told a little about themselves and what they hope to bring to Council if elected. Council decided to wait until Monday's meeting after Mr. Worland is interviewed to discuss the candidates and make a decision. A new Council member must be appointed and sworn in by February 16, 2003. Once Council appoints a new member, that person will be sworn in by the City Clerk.


A discussion by Council followed regarding what they hope to accomplish in the future in terms of revenue and development. The Mayor showed Council a drawing of what he hoped could be done on Dixie Highway to improve Park Hills' Business District. The prospect of building new homes on some of the available land in the city was also discussed.

Mr. Ryan brought up the Data Terminals for the Police Department. Park Hills is the only Kenton County city to not have this program. The cost would be approximately \$20,000. Joel Shepherd and Bob Ford have been looking into ways to get money to pay for the terminals including; grants, loans or fund raisers.

8:40 Motion for adjournment made by Mr. Brunner

ATTEST:

  
CITY CLERK

  
MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND BUSINESS MEETING ON MONDAY, FEBRUARY 10, 2003, AT 7:00 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN AND EVELYN STUBBS. ALSO PRESENT: ATTORNEY RICHARD SPOOR, JAY BAYER AND EDWARD JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

**SPECIAL MEETING:**

I. Mr. Francis "Ted" Worland introduced himself to Council and told a little about himself. He voiced some reasons as to why he wants to become a member of Council. The three candidates for the open Council position are: Mr. Andrew Collins, Mr. Neil Wilson and Mr. Ted Worland. After Mr. Worland's interview, Council voted on who would become the new Councilmember. The results were tallied and the winner was Mr. Ted Worland. Mr. Ryan motioned for a fifteen-minute recess before the start of the regular business meeting.

**BUSINESS MEETING:**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Motion made by Mr. Brunner to appoint Mr. Ted Worland to the vacant Council position; second by Ms. Stubbs. Motion carried by a unanimous vote of Council. City Clerk, Julie Alig, swore in Mr. Worland.

APPROVAL OF MINUTES: Motion for approval of January 13 and January 27, 2003 minutes made by Mr. Brunner; second by Mr. Ryan. Roll Call: all ayes. Mr. Worland was in attendance during the remainder of the meeting.

I. Department Reports

A. Police Department

Before motion was made to approve The Police Department Report, Mr. Brunner wanted to discuss a few items on the report. He had questions about the citations that were written in January. It seems that only two officers wrote most of the non-moving

violations. The Chief explained more citations are written on the specific shifts that these two officers worked. The Chief would like to raise the fee for non-moving violations. Mr. Brunner would like to discuss this with Council at a public safety meeting, which he will schedule, before making a decision. He would also like to discuss the procedure for notifying residents when a convicted sexual offender moves into the city.

Chief Smith commented on the Police Department's Neighborhood Block Watch meeting. There were sixteen residents in attendance and Chief Smith encouraged Council to attend some of the future meetings, which will be held on the last Thursday of every month. A different topic will be discussed at each meeting.

Mr. Brunner asked how the Police Department monitored police car usage since officers are allowed to take their cruisers home after their shift ends, as long as they live within a certain distance of the department. The Chief explained that the officers report their mileage at the beginning and the end of every shift. Any unusual mileage would be noticed.

Ms. Stubbs asked how to find out more about sexual offenders that move into the city. Chief Smith suggested she visit The KY State Police website, which gives the details of the crime, punishment, etc. Attorney Richard Spoor commented that local governments were not required to notify residents if such a person moves into the city. Park Hills' policy has been to notify neighbors adjacent to the home or apartment in which the offender moves in. Mr. Brunner would like Council to be informed whenever an offender moves in and then decide what action to take. Mr. Brunner will discuss the outcome of the public safety meeting at the next Caucus Meeting. Mr. Brunner made a motion for approval of January report; second by Mr. Ryan and motion carried.

Mr. Kuchle thanked Chief Smith for the action taken concerning the debris left by construction crews at Covington Catholic. Mr. Kuchle asked that this be followed up on to make sure debris is not washed into the new storm sewer system.

B. Fire/EMS – Mr. Brunner made a motion for approval of the January report; second by Mr. Ryan and motion carried. Mr. Finke was not present at the meeting.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of January report; second by Mr. Brunner and motion carried. Mr. Jody told Council that Eric's Auto Shop wants to place a new sign on the two poles that are already erected on the property. The application was denied because the city would like all future signs to either be ground based or attached to the building. Mr. Jody still needs additional information from the owner of Madelyn San Tangelo's Salon regarding her sign.

D. Public Works Department – Mr. Brunner made a motion for approval of January report; second by Mr. Ryan and motion carried. Mr. Ryan wanted to commend Mr. Finke on the fine job he has been doing clearing the roads of snow. Mr. Ryan accompanied Mr. Finke recently on the plow and said it gave him a new perspective on how big of a job it is clearing the streets.

E. City Engineer – Mr. Ryan made a motion for approval of January report; second by Mr. Brunner and motion carried. Mr. Bayer said that after reviewing the plans, The Water District has agreed to replace the water lines on Cecelia. Mr. Bayer hopes to have bids in by February 24 and have them opened and read at the March 10, 2003 meeting. The Locust St. Wall has been finalized by Thelen. Mayor Hellmann updated Mr. Worland on projects, improvements and upcoming plans for the city streets and the approximate timeline for such projects. Mr. Kuchle asked when Harriet and Coram would be repaired to fix the water problems he has been having at his home. The Mayor explained to him that other streets were more in need of repair than these were. Mr. Kuchle asked if the city would please keep it under consideration for a future project.

F. Finance Department

1. Motion made by Mr. Brunner for acceptance of January financial reports; second by Mr. Ryan and motion carried.
2. Motion to pay State Aid Invoices in the amount of \$5,528.36 made by Mr. Ryan; second by Mr. Brunner. Roll Call: all ayes.

II. Old Business

A. Council to Appoint New Councilmember (Special Meeting)

B. The Mayor discussed Transcare and its need for additional funding to continue providing Advanced Life Support Services to Northern Ky. Area hospitals cannot keep up with the costs of this service. The Fire Chiefs came up with a proposal to keep Transcare and their ALS service running for the next two years. Each city in the county would pay Transcare \$1.50 per citizen. This would cost the City of Park Hills about \$4,500 a year. During this two-year period, Transcare would try to get a tax passed that would be charged directly to the residents of the county to keep Transcare in business. The amount of the tax is not yet known. By voting to participate, Council would be agreeing to pay Transcare the amount of about \$4,500 a year. This figure will of course depend on the number of cities agreeing to the proposal. Covington's vote is vital since they make up such a large portion of the county. Motion for an expression of interest to fund Transcare made by Mr. Brunner. Roll Call: all ayes.

III. New Business

A. The Mayor discussed the contract of the Storm Water Discharge Permit Services. In the past, cities were responsible for monitoring their water discharge and sending the report to the State Government. Cities would be cited for problems and they would have to be repaired. Since the water from several different cities would, at one time or another run together, it was difficult for the cities to keep track of their water discharge. This is why the Storm Water District was created to take over this task.

They will keep the cities in compliance, but will not offer any capitol improvements. The Mayor would like provisions added in order to be able to terminate the contract if problems arise. Right now, the contract is forever binding. Mr. Spoor said the Sanitation District was very much against any changes being made to the contract. There are 36 cities involved and a few have already signed on. The Mayor's Group Meeting will be discussing the Storm Water Contract and Mayor Hellmann will report to Council what is discussed and what other cities concerns are. The Mayor will also see if he can have someone from the Storm Water District come to an upcoming meeting to discuss the long-term effects of the contract.

#### IV. Committee Reports

##### A. Community Environmental Discussion

Mayor Hellmann went over the responsibilities of the different committees with Mr. Worland. The Community Environmental Committee will be chaired by Ms. Stubbs and will have Ms. Finke and Mr. Worland as members. This committee is in charge of the trash/recycling and parks.

##### B. Public Safety/Personnel Committee – No report

Mr. Brunner would like to schedule a meeting of the committee to discuss non-moving violations and the procedure taken when a convicted sex offender moves into the city. He would also like for Chief Smith to be present at the meeting. Mr. Brunner will decide on a date and time.

##### C. Infrastructure Committee

Mr. Ryan wants the Infrastructure Committee to hold a meeting Monday, February 17 to discuss completed projects and to prioritize upcoming projects. The meeting will be held in the Fire Dept.

Mr. Schamer was present at the meeting and told the Mayor that he will bring in another bid for the City Bldg. Renovation. Mayor Hellmann also has one other contractor with whom he would like to discuss the renovations.

##### D. Mayors' Group Report

The Mayors' Group Meeting is scheduled for Saturday, February 15 at 9:00 am at the Erlanger City Bldg. Discussions will include: Health Insurance, Transcare, Sexually Oriented Businesses, Skateboard Park and the Mobile Data Terminals. The Mayor invited Council to attend.

##### E. Mayors' Update

Municipal Order No. 2 read by Mayor Hellmann appointing Mr. Ted Worland as Councilman to vacant Council position. Motion to appoint Mr. Worland made by Mr.

Brunner; second by Ms. Stubbs and motion carried.

Resolution No. 4, 2003 read by Mayor Hellmann Urging Congress to Provide Full Funding of the TEA-21, Reauthorization and Funding for the Brent Spence Bridge Replacement. Motion to accept Resolution No. 4, 2003 made by Mr. Ryan; second by Mr. Brunner and motion carried.

V. Delegations

A. Tree Board: No report

B. Dog Authority:

Council received The Dog Authority report from Mr. Tom Sorrell. Mr. Brunner commented on the report and expressed a desire to discuss the report in more detail with Mr. Sorrell. Mayor Hellmann will contact Mr. Sorrell and ask if he will be able to attend the next Caucus Meeting.

C. Municipal Government League: No report

Board meeting will be held Tuesday, February 11 at 6:00 pm at the NKADD on Spiral Dr. in Florence.

D. Northern Ky. Area Development District: No report

A delegate is still needed.

E. Northern Ky. Area Planning Commission: No report

Meeting scheduled Thursday, February 20 to discuss the G.I.S. System.

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

G. Telecommunications Board of Northern Ky.: No report

Board Meeting scheduled for Wednesday, February 19 at 6:00 pm.

H. OKI Oversight Committee: No report.

The Civic Assoc. will meet in the Council Chambers on Thurs., February 13 at 7:30 pm.

VI. Adjournment

9:12 Motion for adjournment made by Mr. Brunner.

ATTEST:

  
CITY CLERK

  
MAYOR MICHAEL J. HELLMANN



THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, FEBRUARY 24, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER.

### **SPECIAL MEETING**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Motion to table Resolution No. 5, 2003, Appointing New Fire Chief, was made by Mr. Brunner; second by Mr. Ryan and motion carried.

II. Resolution No. 6, 2003 Entering Into Storm Water Discharge Permit Service agreement was read by Mayor Hellmann. Motion to enter into contract made by Mr. Brunner; second by Mr. Ryan and motion passed by unanimous vote of Council. Mr. Jeffery Eger of The Sanitation District spoke to Council regarding the agreement and what it would include. He explained how the fee is set and went over how they would help to keep cities in compliance with their storm water discharge. He went on to say the fee would probably rise every year due to inflation, but that they are working on ways to help people who are on a fixed income.

III. Municipal Order No. 3, 2003 Appointing New Traffic Hearing Officer was read by Mayor Hellmann. Motion to appoint Mr. Neil Wilson to Traffic Hearing Officer was made by Mr. Ryan; second by Mr. Brunner and motion carried.

IV. Adjournment

7:53: Motion for adjournment of Special Meeting made by Mr. Brunner

### **CAUCUS MEETING**

Call to Order

I. Petitioners: Residents, Mr. Oberjohn, Mr. Crow, and Mr. Dimuzio, appeared before Council to discuss Non-Moving Violations given out during snow emergencies. Residents were upset because of the way the snow emergency is announced to the public. When a snow emergency is declared, three inches or more, the police or the public works director calls it into the TV stations. Residents said they did not see the announcement and that if it comes at night, there is no way to know until the next morning. There is limited parking on Rose Cir., and since there is no parking allowed on sidewalks, many people left their cars on the street. The Mayor explained that cars need to be off the street

to make way for the snowplow. Council will look into designating certain areas as parking spots during a declared snow emergency. Mr. Brunner will hold a public safety meeting (date to be announced) discussing ideas on how to handle parking during snow emergencies.

## II. Committee Discussions

### A. Community Environmental Committee

Ms. Stubbs is getting information together in order to get bids for a new trash/recycling contract. She brought up the possibility of signing on for up to five years. The city's contract is currently for three years, which Council seems to agree is an ideal time limit. She will update Council as more information is obtained.

### B. Infrastructure Committee – No report

The meeting scheduled for Monday, February 17, was postponed due to the weather. Mr. Ryan will reschedule the meeting.

### C. Public Safety/Personnel Committee

The Public/Safety Committee held a meeting Wednesday, February 19. No residents were present at the meeting. Chief Smith discussed the possibility of raising the Non-Moving Violation fines. Chief Smith provided information regarding the number of violations and why they were written. The most common offense was parking opposite flow of traffic, followed by parking in a "no parking" zone and parking on a sidewalk or unpaved area. Instructions for payment are printed on the back of the violation. Mr. Brunner would like to see the instructions re-worded to be more straightforward. Chief Smith handed out a summary of what he would like to see happen with Non-Moving Violations (see attached sheet). Mr. Brunner would like to schedule the next Public/Safety Meeting around the second week of March.

Mr. Hollenkamp mentioned he is working on gathering information to be used in updating the city's current personnel policy.

## III. Mayors' Group Report

Mayor Hellmann hopes to receive help with the funding of the city's Emergi-Tech Software costs. Also discussed was the problem of violations on properties not being addressed by the owners. This pertains to absentee landlords and blighted vehicles on properties. These problems will be looked into.

## IV. Mayor's Update

The skateboard park will take approximately \$800,000 to build. Base Court Revenues, and the possibility of these revenues being taken away from cities, was discussed. There are suggestions of maybe giving cities \$10 to \$20 per citation written to compensate for the lost monies. Nothing has been decided as of yet.

V. Delegations Discussions

A. Tree Board – No report

B. Dog Authority – No report

Mr. Sorrell was not present at the meeting; however, Council did have some questions regarding the Dog Authority and Kennels as to who should be in charge. A representative of The Kenton County Dog Authority will attend a future meeting to answer questions posed by Council.

C. Municipal Government League

Ms. Stubbs discussed the passing of House Bill 174, which will find revenue to help clean up area landfills. The cost for cleanup will be passed on to cities because trucks will be weighed and charged per tonnage. The trash companies will pass on this charge.

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

Mr. Hollenkamp mentioned the Telecommunications Board has recently helped local cities with the funding of new lights and sound improvements in their meeting rooms. This helps to improve the quality of taped meetings that are run on cable. Since the City of Park Hills is going to be renovating its city building soon, Mr. Hollenkamp will look into possibly having this done for our Council Chambers.

H. OKI Oversight Committee – No report

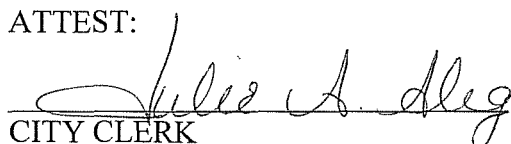
9:30: Motion to enter executive session made by Mr. Ryan

VI. Adjournment

9:50: Motion for adjournment made by Mr. Ryan.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MARCH 10, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. 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 February 3, February 10 and February 24, 2003 minutes made by Mr. Brunner; second by Mr. Ryan and motion carried.

Petitions: Mr. and Ms. Quinlan attended the meeting. They had comments about the non-moving violation they received from the police. Ms. Quinlan received a ticket on February 27 for parking at the top of her driveway, which blocked the sidewalk. Snow was called for that night and she did not want to park at the bottom of the driveway. After she requested a hearing from Mr. Wilson, the ticket was reduced to a warning. Mr. Brunner suggested Mr. and Ms. Quinlan attend the Public Safety Meeting scheduled for Wednesday evening. The purpose of the meeting will be to discuss non-moving violations and snow emergency parking alternatives.

#### I. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the February report; second by Mr. Brunner and motion carried. Chief Smith discussed the non-moving violations further with Mr. and Ms. Quinlan. Chief Smith told Council that Mr. Wilson, Traffic Hearing Officer, will be completing a monthly report on the outcome of the traffic hearings.

B. Fire/EMS – Mr. Ryan made a motion for approval of the February report; second by Mr. Brunner and motion carried. Dennis Finke has resigned his position as Fire Chief. He will continue to assist the Fire Department with runs. Mayor Hellmann read Resolution No. 5, 2003 appointing Michael Amend as the new Chief of the Park Hills Volunteer Fire Dept./Rescue Squad. Ms. Finke questioned Mr. Amend's residency in Florence. Mayor Hellmann told Council the Fire Dept. did not believe this would pose a problem. The Mayor then went over the procedure for choosing a new Fire Chief. After a resignation, the active members of the department may apply for the position. The resigning Chief and the Board of Trustees can then make a recommendation. These recommendations are given to the Mayor who then makes the final decision. Michael Amend was appointed to replace Dennis Finke as the new Fire Chief by a unanimous vote of Council. He was sworn in by City Clerk, Julie Alig.

B. Mr. Bayer passed out the summary of bids submitted for Cecelia Improvements to Council. Fred Nemann Co. came in at the lowest; second by R.A. Miller. The city will not be responsible for the Water Main bids. The Water District will pay for that portion of repairs. Bayer Becker estimated the cost of the improvements to be about \$300,000. They researched The Nemann Co. and found that they come highly recommended by those cities in which work was done, including Cincinnati, Sliver Grove, Crescent Springs, and Ft. Mitchell. They were also approved by the Water District. Mr. Bayer recommends the Mayor sign with Nemann. The Mayor pointed out that sometimes it is the subcontractors work that creates the problem. Mr. Bayer stated the only work that would be contracted out would be to Eaton Asphalt for the asphalt work. All other work would be done by Nemann. The job would begin the first week of April and should take approximately four months to complete. The Mayor praised R.A. Miller on their work done on Old State Rd. He commented on the low volume of complaints and the timely manner in which the work was done. He would like to see R.A. Miller get the contract because of their past work. Motion to table until Caucus meeting made by Mr. Ryan; second by Mr. Brunner and motion carried. Mr. Ryan stated he would like to talk to The Water District before making a decision.

### III. New Business

A. The city's auditor, Linda Chapman of Rankin and Rankin, was hired by Florence and will no longer service Park Hills as auditor. The Mayor asked Council if they would like to get quotes from other agencies. The city's current auditor fee is \$3,850. Mr. Ryan suggested advertising to get bids. It was also suggested we contact other cities in the area to see who they use and how much they charge.

B. Council discussed the closing of The Park Hills Center School. Some worry it will be bought by developers who would want to build a structure that would not be in the city's best interest. The property is now zoned for 1 or 2 family residents and has an area of about four acres. Mr. Ryan suggested the Infrastructure Committee create an overlay zone to make sure nothing goes in that would "upset the balance of the city". Bids for the building and property are due on Friday to the Kenton County School Board. Mr. Brunner would like for potential bidders to know the city's intent, worried buyer may want to change zone to commercial. Ms. Vivian Kappas spoke to Council regarding the property. She believes it is a structurally sound building in good overall condition. She went on to say, she would like to see the city purchase the building perhaps through a grant or a loan. Mr. Brunner voiced concern over the hastiness of the school district to sell the building without talking it over first with the city. The Mayor discussed with Council the problems with purchasing the property. First, if it were to be used as a City Building, it would have to be updated to accommodate the Fire and Police Departments. This would be costly to the city and would leave the existing City Building in the same situation we are now in with the Park Hills Center School. Also, the cost to tear the

C. Municipal Government League:

There will be a meeting on March 20 to discuss Sound Financial Control Systems for cities.

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.

G. Telecommunications Board of Northern Ky.: No report.  
Board meeting scheduled for Wednesday, March 19.

H. OKI Oversight Committee: No report.

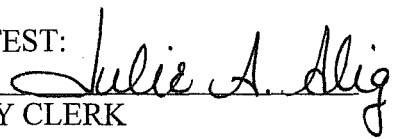
Mr. Ryan talked to Council regarding street projects. He would like projects put out to bid in the spring so that they are started earlier and finished in the summer. This would help to eliminate problems due to winter weather conditions. In order to do this, the city will need to borrow money so that the Cecelia project can begin. The loan will be paid back in October after monies from taxes are collected.

VI. Adjournment

9:40 Motion for adjournment made by Mr. Brunner.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, MARCH 24, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, DREW HOLLENKAMP, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

### **SPECIAL MEETING**

Call to Order

Pledge of Allegiance

Roll Call

I. The Cecelia Avenue Improvement Bid was awarded to The Fred A. Nemann Company. Their bid is in the amount of \$268,115.50, with a bid of \$136,130.00 for water main improvements. Mayor Hellmann inspected past work done by The Nemann Co. in other cities, including Ft. Mitchell and Crescent Springs. The Mayor was pleased with the results of their past projects. The Water District also approved past work done by The Nemann Co. and liked the idea of having one company do both jobs. The city would like work to begin by the beginning of next month. Fred Brunner made a motion to accept the bid from Fred A. Nemann Co. in the amount of \$268,115.50. Second by Mr. Ryan. Five ayes, one nay. Ms. Stubbs was in favor of R.A. Miller Construction because of the good job they did on Old State Road. She stated they should be shown our appreciation by having the Cecelia bid awarded to them. Mr. Brunner agreed with Mayor Hellmann that having two quality contractors for the city will be a plus. Since the city has a number of projects scheduled, there is a good chance the city may use R.A. Miller for a future job.

The Mayor discussed the city's need to borrow money for the upcoming Cecelia Improvements. There have been several calls made to the NKADD for loan rates, but these calls have not been returned as of yet. The city would like to borrow the money for a six month term to be paid back with monies received from taxes. Discussion by Council followed regarding different types of loans and interest rates. Mr. Hollenkamp will contact Mr. Rechtin at 5/3 Bank and Mayor Hellmann will try again to reach the NKADD.

II. 7:53 Motion to adjourn from Special Meeting made by Mr. Ryan

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### **CAUCUS MEETING**

Call to Order

I. Petitioners – None

Special and Caucus Meeting

March 24, 2003

Page 2

## II. Committee Discussions

### A. Community Environmental Committee

Ms. Stubbs stated the specifications were sent out for the trash/recycling bids. Due date for bids will be April 15, 2003 by 4:00 p.m. at the City Building.

### B. Infrastructure Committee – No report

Mr. Ryan will schedule a meeting for prioritizing street projects.

### C. Public Safety/Personnel Committee

The Public Safety Committee held a meeting on Wednesday, March 12, to discuss the raising of non-moving violation fines. Chief Smith presented Council with a summary of the meeting and what was discussed. Mr. Brunner would like Council to look over the proposed changes and give their input at the next meeting. Chief Smith would like to see the fines raised from \$20 to \$30 for violations that occur most frequently. The violator would have seven (7) days to pay the ticket or request a hearing. After the seven days, if either payment or a hearing request is not made, the violator would then receive a certified letter stating they are delinquent and that the fine has doubled. If still no response, the violator's car is subject to towing.

The committee also discussed the snow emergency procedures. Many residents in Park Hills do not have enough parking spaces or big enough driveways to accommodate all their cars during a declared snow emergency. Council will look into perhaps letting residents park on unpaved areas or on sidewalks until the streets are cleared. It was also brought up that a snow emergency should be declared after two inches of snow instead of the current three. Information on snow emergencies will be included in the fall newsletter.

If Council approves non-moving violation increases, the change would go into effect July 1, 2003. Mr. Spoor will begin paperwork for a new ordinance.

## III. Mayor's Group Report – No report

## IV. Mayor's Update

Bidders for the Police Department renovation will be going over their bids to make sure all areas are covered. Hemmer and Bosch Construction Companies can start immediately if awarded the bid. During construction, Council and other meetings usually held in the Council Chambers will be held in the Fire Dept. Mr. Finke suggested not having the meetings video taped for cable until after construction. City Clerk will contact the cable company.

## V. Delegations Discussions

### A. Tree Board – No report



B. Dog Authority – No report

C. Municipal Government League  
Committee met last Thursday. The topic of discussion was “sound financial control systems” which explains how to keep track of city monies to avoid theft of funds. Park Hills will look into retaining a new city auditor in May.

D. Northern KY Area Planning Commission – No report

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

F. Telecommunications Board of Northern KY  
The Telecommunications Board has improved the audio of some of the county’s other city buildings. Mr. Hollenkamp will follow up with them to see if they could do something for our Council Chambers after renovations are complete.

G. OKI Oversight Committee – No report

Mr. Finke showed Council what the new street signs for the city will look like. The cost of each sign is \$155.00. The new posts will be 12 feet tall to keep vandals from pulling them over as they have done in the past. Mr. Finke began installing the signs and wants to have the parade route signs up by Memorial Day. Ft. Mitchell Garage still has about 70 posts to paint

9:01 p.m. Motion for adjournment made by Mr. Brunner

ATTEST:

  
CITY CLERK

  
MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, APRIL 14, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER AND JAY BAYER.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of March 10 and March 24, 2003 minutes made by Mr. Brunner; second by Ms. Stubbs and motion carried.

I. Mr. Doug Simpson was present at the meeting voicing his concern about the property at 1200-04 Elberta Circle. Mr. Simpson bought a building next to this property. He said the boards are missing on some of the windows and there is garbage and tires lying about. Mr. Simpson's main concerns are the windows and the tall grass. Mayor Hellmann assured Mr. Simpson the windows would be boarded up immediately. Before garbage and tires are removed, a citation must be issued to the owner. The Mayor told Mr. Simpson the problems would be followed up on.

II. Ms. Tammy Eckerle gave the Mayor and Council a brief outline of the St. Agnes Booster's 5K run/walk, which is to take place on Saturday, October 5, 2003. The run/walk will begin and finish at St. Agnes Church. The majority of the course will be in Park Hills. Ms. Eckerle spoke with Mr. Muske to make sure the Booster's Run did not interfere with the run/walk that is sponsored by the Civic Association in the fall. He did not see any problems. Ms. Eckerle will meet with Chief Rick Smith to talk about any road closures, parking issues and police overtime that may arise from the event.

III. Resolution No. 7, 2003, which would give Council's approval to enter into a Roadway Lease Agreement with 5/3 Bank, was read by attorney Robert Winter. Motion to accept Resolution made by Mr. Brunner, second by Mr. Hollenkamp. Roll Call: All ayes.

Trash bids were opened by Mayor Hellmann, the bids were as follows:  
CSI - \$10.30 per household per month for garbage, \$2.00 for recycling. Total bid \$12.30 per household per month.  
Bavarian - \$10.02 per household per month for garbage and recycling.  
Rumpke - \$10.57 per household per month for garbage and recycling.  
Council will discuss bids and get back to bidders after the next meeting.

#### IV. Department Reports

##### A. Police Department

Mr. Brunner made a motion for approval of the March report; second by Mr. Worland and motion carried.

Mr. Kuchle was present at the meeting to complain about the debris in the road due to the Covington Catholic High School construction. Mayor Hellmann explained that with the daily construction, sometimes the mess is unavoidable. He went on to say that the construction crews have been doing a pretty good job of keeping the roads clear. There was a discussion regarding the base court revenue and the possibility of the city receiving \$10 per citation written by police. The city may actually come out ahead with this, but the final decision has not been made. The Mayor also commented on a "Thank You" note that the Police Department received.

B. Fire/EMS – Mr. Brunner made a motion for approval of the March report; second by Ms. Stubbs and motion carried. Mr. Brunner brought up the West Nile requirements that cities should follow. Mr. Brunner stated the city should follow the recommended procedures to be on the safe side in the event a case of West Nile should occur.

Mr. Hollenkamp brought up the idea of Park Hills and Ft. Wright Fire Departments having a shared service plan. Chief Amend stated the two cities are already working together on EMS and fire calls. The drop in volunteers and having more regulations on departments is making it necessary for some cities to work together to make sure they can respond to calls in a timely manner. Chief Amend said he will continue to talk with Ft. Wright himself.

##### C. Building Inspector/Zoning Administrator

Mr. Jody was not present. The Mayor wants Mr. Jody to look into the Snappy Tomato sign. The pizza place put up a new sign without first getting a permit.

D. Public Works Department – Mr. Brunner made a motion for approval of March report; second by Mr. Hollenkamp and motion carried. Mr. Finke told Council he is working on getting street signs up. He would like to have the parade route signs ready by Memorial Day. He also stated he would like to put "No Parking" signs up Friday on Cecelia Ave. During construction, there would be no parking during the day when crews are working. Residents would be able to park in the grass or other unpaved areas, within reason, during the months of construction if they have nowhere else to park.

E. City Engineer – Mr. Brunner made a motion for approval of March report; second by Mr. Hollenkamp and motion carried. The Cecelia Ave. improvements are ready to begin. The next project, after Cecelia completion, will be the Locust St. retaining wall and Hamilton Ave. Jay Bayer hopes to have Locust St. ready to bid by next month. The Mayor asked Mr. Bayer if the drawings for Morgan Ct. and South Arlington could be

ready soon. The Mayor would like to have several project drawings ready, so that public meetings could be held and changes could be made earlier. He would also like to keep the Water District posted on upcoming projects' timeframes. The Mayor also stated he would respond to letter sent in by a resident concerning Hamilton Rd.

F. Finance Department

1. Motion made by Mr. Brunner for acceptance of March financial reports; second by Mr. Hollenkamp and motion carried.
2. Motion to pay State Aid Invoices in the amount of \$713.48 made by Mr. Brunner; second by Mr. Hollenkamp. Roll Call: all ayes.

V. Old Business

VI. New Business

Mr. Brunner brought up the possibility of Park Hills having its own zip code. He believes this may benefit the city by obtaining more revenue through Municipal Tax Payments. He suggested getting a public opinion on the matter in the form of a questionnaire. More discussion regarding zip code will take place at the next meeting.

A. Discussion regarding the parade permit. Motion to supply the Civic Association with a parade permit made by Mr. Worland; second by Mr. Brunner and motion passed with a unanimous vote of Council.

B. The residents of Mt. Allen Lane voiced concern about having access to Dixie Hwy. should NKU ever move or sell the property which, right now, provides a thru to the Highway. NKU has granted Park Hills an easement so that these residents will always have access to the main street from their property.

VII. Committee Reports

A. Community Environmental Committee

Ms. Stubbs would like to schedule a committee meeting for Monday, April 21, at Reality Tuesday Café to discuss the trash/recycling contract bids.

B. Public Safety/Personnel Committee

Changes regarding Non-Moving Violations are being made by the city attorney and should be ready for a May reading.

C. Infrastructure Committee – No report

D. Mayors' Group Report

Mayor Hellmann explained to Council that the Dog Authority will now be under Kenton County. They will still use the same employees and vehicles, but only more of them. There are no plans to increase the rates this year. The current rate is \$1.35 per person and would not be able to go up more than 4%.

The Mobile Data Terminals are still being discussed for the Police Department. The cost would be about 3.1 million for Kenton County. With a 1 million grant from the state, the cost would be about 185,000 per year. There will be ongoing discussions regarding this and Mayor Hellmann will keep Council posted.

The Emergitech software was not discussed at the meeting, but the Mayor states this is a necessary tool for the Police Department. The city will have to find a way to fund the money for the software so that our officers will have access to it.

E. Mayors' Update

Ft. Mitchell Garage won the bid for the pump station located on Dixie Hwy. Mayor Hellmann will look into what they plan on using the property for.

Park Hills Center School received four bids, they are as follows:

Calvary Baptist - \$350,000

Developer - \$410,000

Zalla Realty Co. - \$505,000

Gateway Community College - \$550,000

If the zoning is not changed, Gateway will probably continue to use the property as a school, in which a zoning change would not be feasible.

VIII. Delegations

A. Tree Board: No report

Mr. Brunner commented on the beautiful tulips in and around Trolley Park. Chief Smith took some pictures of the flowers and plans to display them on the city's Website.

Council agreed that a letter would be a nice way to show the Garden Club appreciation for their hard work. It was also brought up to make May "Beautification Month" in the City of Park Hills.

B. Dog Authority: No report

C. Municipal Government League: No report

D. Northern Ky. Area Planning Commission: No report

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

Business Meeting  
April 14, 2003  
Page 5

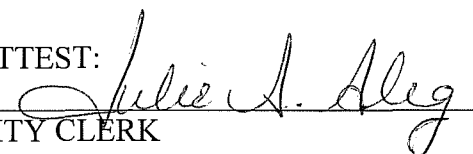
F. Telecommunications Board of Northern Ky.: No report  
A meeting of the Telecommunications Board will be held on Wednesday, April 16.

G. OKI Oversight Committee: No report.

Resolution No. 8, 2003, endorsing a proposal to create a Farmer's Market at 6<sup>th</sup> and Scott Streets in Covington, was read by Mayor Hellmann. Motion to accept Resolution No. 8, 2003 was made by Mr. Brunner; second by Mr. Hollenkamp and motion carried.

IX. Adjournment  
9:44 Motion for adjournment made by Mr. Brunner.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:   
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, APRIL 28, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

### **SPECIAL MEETING**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Petitioners - None

II. Discussion regarding change of zip code for the city. Council would like to poll the residents to see if it is something they may be interested in. If so, contacting the postmaster may be the best way to find out how to begin the process. Mr. Ryan asked ten residents if they would be interested in the change, nine said they would. The change would not require Park Hills to have its own post office. Mr. Brunner will continue to look into this and keep Council updated on the requirements.

III. Committee Discussions

A. Community Environmental Committee

The committee met on Monday to discuss the trash/recycling contract bids. Mr. Tim Bayer, of Rumpke, was on hand at the meeting to answer questions posed by the committee. Council decided another meeting should be held before a final decision is made on whom to award the bid to. The committee hopes to award the bid at the May Business Meeting. Ms. Stubbs commented on the nice job done by Rumpke in the past years. The committee can discuss their decision at the meeting and Council can vote at that time. The new trash/recycling contract will go into effect on July 1, 2003.

B. Infrastructure Committee

Discussion regarding Cecelia Improvements. The city property excavation is being finished and the water line will be the next step in the project.

C. Public Safety/Personnel Committee

Council has approved changes to the Non-Moving Violations. The city attorney will try to have an ordinance ready by the May Business Meeting so that the ordinance can go into effect by July 1, 2003.

IV. Mayors' Group Report – No report

V. Mayor's Update

The Mayor will meet with the department heads to discuss their budgets before Council receives a copy.

The Emergitech software needs to be addressed. The Mayor will talk to County about help with the funding.

The budget for this year is already over by about \$120,000 due to the building renovation. Mayor Hellmann would like to take the Emergitech money out of this years' budget instead of next.

VI. Delegations Discussions

A. Tree Board – No report

B. Dog Authority – No report

C. Municipal Government League – No report

D. Northern KY Area Planning Commission – No report

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

F. Telecommunication Board of Northern KY – No report

G. OKI Oversight Committee – No report

The meeting date for the May Caucus will fall on Memorial Day, so an alternate date will be decided at the next meeting.

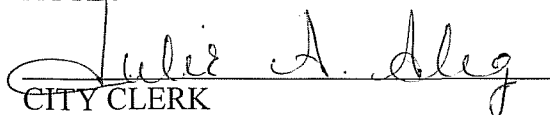
Mr. Brunner wants to thank Mr. Neil Wilson for the nice job he is doing as Traffic Hearing Officer. Council received copies of Mr. Wilson's traffic hearing reports.

8:05 Motion to enter executive session made by Mr. Brunner; second by Mr. Ryan

VI. Adjournment

8:24 p.m. Motion to adjourn from executive session made by Mr. Brunner; second by Mr. Ryan.

ATTEST:

  
CITY CLERK

  
MAYOR MICHAEL J. HELLMANN



THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 12, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. 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 April 14 and April 28, 2003 minutes made by Mr. Brunner; second by Mr. Ryan. The Mayor had one change for the April 14 minutes. Under section VI. New Business (B) Mt. Allen "Alley" should be changed to say Mt. Allen Lane. Motion to accept change made by Mr. Brunner; second by Mr. Ryan and motion carried.

I. Petitioners

II. Department Reports

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

Mr. Ryan explained to Council the reason he had the police put a traffic counter at the Vocational School. The Infrastructure Committee usually sets up the counter before and after a road project. This will give them an idea of the number and speed of cars before the Hamilton Retaining Wall Project begins. Mayor Hellmann voiced his appreciation to Chief Smith for the excellent job done by Specialist Shepherd and Officer Erck on a recent case.

B. Fire/EMS – Mr. Worland made a motion for approval of the April report; second by Mr. Brunner and motion carried. Chief Amend was not present at the meeting.

C. Building Inspector/Zoning Administrator – Mr. Hollenkamp made a motion for approval of April report; second by Mr. Worland and motion carried. The new road on the south side of Covington Catholic was in the original plan, so no new permit is needed. Mr. Finke said the new road will go in next month. The Mayor asked about the work being done near the school gym. There is a concrete pad and what appears to be the construction of additional restrooms. Mr. Jody said no plans were submitted for these additions. The Mayor also commented on the catch basins for the school and whether or not they were adequate. Mayor Hellmann asked Mr. Jody to look into the Snappy Tomato sign, which was put up without a permit.

D. Public Works Department – Mr. Brunner made a motion for approval of April report; second by Mr. Ryan and motion carried. Mr. Ryan commented on the nice job Mr. Finke is doing putting up the new street signs. Mr. Finke reminded everyone that Saturday is large item pick-up day in the city. There will be street striping, including the church parking lot across from the city building, beginning Monday. Mr. Finke will be putting up signs reminding residents of the street sweeping on Thursday in preparation of the Memorial Day Parade. The water line on Cecelia Avenue has been completed.

E. City Engineer – Mr. Ryan made a motion for approval of April report; second by Mr. Brunner and motion carried. The Locust Street bids came in this afternoon and were opened at the City Building. The Infrastructure Committee will hold a meeting to go over the bids. There were a total of five bidders and the bids ranged from \$59,889.00 to \$94,656.00. Bayer Becker estimated the cost to be around \$88,000.00 and Thelen around \$75,000.00. Mr. Bayer stated that Morgan Court and South Arlington were next on the list of street projects for the city. The punchlist for Old State Road has been completed and the engineers will look over the work before final payment to R.A. Miller is made.

F. Finance Department

I. Mr. Brunner made a motion for approval of April financial reports; second by Mr. Ryan and motion carried.

II. Motion to pay the Road Tax Fund invoices in the amount of \$6,757.86 and the Municipal State Aid invoices in the amount of \$644.40 made by Mr. Brunner; second by Mr. Hollenkamp. Roll Call: All ayes.

III. Old Business

A. Ordinance No. 1, 2003 increasing the non-moving violation fines, was read by Richard Spoor. Mr. Brunner would like a notice to go out in the next Newsletter informing the public of the changes. Only citations written after the Ordinance goes into effect will have to pay the higher fee. After the ordinance was read, Council noted that not all of the fees were raised. The committee stated they would like for all violations to be increased excluding the blight vehicles, which would remain at twenty dollars. Mr. Spoor will rewrite the ordinance and present it at the next business meeting. Mr. Kuchle was present at the meeting and commented on the condition of some of the “No Parking” and stop signs. He stated many are faded and very hard to read. Mayor Hellmann suggested Mr. Kuchle write down where the faded signs are so that they can be replaced if necessary.

B. The recommendation of awarding the trash/recycling contract to Rumpke was made by Ms. Stubbs and the Community Environmental Committee. She and the committee decided that CSI’s bid was too high. Rumpke’s bid came in at \$10.57 per unit. The pick up day of Wednesday would remain the same for both recycling and trash.

Bavarian came in about \$7,000 less than Rumpke. The problem, Council stated, was that Bavarian would have one pick up day for trash and another for recycling. They believed residents would find this to be an inconvenience. A lengthy discussion followed about the pros and cons of having two different pick up days and about the quality of both Rumpke and Bavarian. The Mayor read a letter which was sent by a resident of Jackson Road stating their dissatisfaction with Rumpke's service. Mr. Finke also believed Bavarian would be the better choice. After comments were heard regarding both companies, Mr. Worland made a motion to take a vote on awarding the trash/recycling contract to Rumpke; second by Mr. Brunner. Roll Call: Ms. Stubbs; aye, Ms. Finke; nay, Mr. Ryan; aye, Mr. Brunner; aye, Mr. Worland; aye, Mr. Hollenkamp; nay. Motion passed to award the trash/recycling contract to Rumpke by a vote of four to two from Council.

#### IV. New Business

A. Council discussed the 2003-2004 Budget Proposal. Mayor Hellmann relayed to Council some changes he would like made to the personnel policy; additional personal days for employees and a change in longevity pay from \$50 to \$100 per year. The tax rate for real property will drop from .245 to .214. Due to the length of the trash/recycling discussion, Mr. Ryan suggested tabling the budget discussion until a further date. Mayor Hellmann set the new date for the budget discussion for Saturday, May 17 at 9:00 a.m.

B. Proclamation setting forth the month of May as "Beautification Month" for the City of Park Hills, read by Mayor Hellmann.

#### V. Committee Reports

A. Community Environmental Committee – No meeting

B. Public Safety/Personnel Committee – No meeting

C. Infrastructure Committee – No meeting

Mr. Ryan would like to meet on Monday, May 19, to review the bids for the Locust Street Retaining Wall. Ms. Sandy Finke was present at the meeting to address Council about the problems with water flowing from the condominiums to her property causing flood damage. Mr. Jay Bayer will look into the problem.

A resident of Aberdeen road was present at the meeting to address Council of the problem with water running from his neighbors' property onto his. The property is a newly constructed home. The Mayor suggested the resident take pictures of the problem so that the city could send a letter to the homeowner. Mr. Finke stated he would go over and look at the property.

Mr. Kuchle asked if Coram Street and Harriett Street were being considered for repair. The Mayor told him the street repairs would be made in order of importance.

D. Mayors' Group Report – No report

E. Mayors' Update

The Mayor would like to move forward with setting up the Emergitech software for the Police Department. Motion to spend up to \$25,000 to purchase Emergitech software made by Mr. Brunner; second by Mr. Worland. Roll Call: All ayes.

The Mayor would also like to purchase the new police cruiser out of the current year budget. Motion to spend up to \$23,500 for a new police cruiser made by Mr. Worland; second by Mr. Hollenkamp. Roll Call: All ayes.

The Caucus meeting will be held on Memorial Day, Monday, May 26.

VI. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

C. Northern Ky. Area Planning Commission: No report

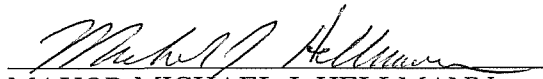
D. Kenton Co. Municipal Planning & Zoning Commission: No report.

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

F. OKI Oversight Committee: No report.

VI. Adjournment

9:25 Motion for adjournment made by Mr. Brunner.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:  
  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON SATURDAY, MAY 17, 2003, AT 9:00 A.M. IN THE FIRE DEPT. OFFICE WITH MAYOR HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR

Council met to discuss the 2002-2003 Amended and 2003-2004 Proposed Budget. The Mayor went over each line item of the proposed and amended budget for Council. Council reviewed the budget line items and made revisions. The Mayor explained the balance carried forward revenue and how the cash in various accounts are reflected in this amount.

Other discussions included:

A. Vehicle sticker money

Mr. Brunner suggested having Mr. Bill Aylor add the Park Hills Sticker Fee to the tax bills so that residents know to pay the additional twelve dollars.

B. Payroll Tax

Mayor Hellmann wants to make sure Covington Catholic is paying payroll tax on the construction crew working on the school. The city clerk will call the Occupational License Dept. to verify.

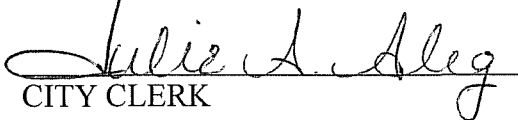
C. Gross Tax

Council discussed the gross tax revenue and the possibility of raising the tax. There is currently a cap of \$750 on businesses.

Adjournment – 11:00 a.m.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, MAY 26, 2003, AT 7:30 P.M. IN THE FIRE DEPT. OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners: None

II. Discussion of 2002-2003 Revised Budget

Mayor Hellmann went through and explained the ordinance outline of the budget with Council. Road tax is based on the tax rate of .235 on the real property tax bill. There will be extra money for the carry forward balance on the upcoming budget due to the \$300,000 loan. The Mayor went on to explain that the building renovation money will all be expended this year to finish the building renovation. The general fund carry forward balance is based on the cash amount the city has on hand.

III. Discussion of 2003-2004 Proposed Budget

Mayor Hellmann went through and explained the ordinance outline of the budget with Council. He showed how the monies in the special funds are collected and expended. Council will have the first reading of the amended and proposed budget at the June 9 Business Meeting.

VI. Committee Discussions

A. Community Environmental Committee

Discussion regarding Rumpke and the job they have been doing since being awarded the trash/recycling contract.

Mr. Brunner voiced his desire to have all meetings posted on the city's website. Chief Smith said this would not be a problem.

B. Infrastructure Committee

The Infrastructure Committee held a meeting on Monday, May 19, to vote to recommend Langenheim and Thompson for the Locust Street Retaining Wall Project. They came in with the low bid of \$59,889.00. They can begin work in mid July. Council will vote on awarding the bid at the next business meeting. There was also a discussion about doing spot improvements over the next two years on street segments that have the most pressing storm water and drainage issues.

C. Public Safety/Personnel Committee – No report

The Mayor commented on the numerous reports of water damage from the recent heavy rains. Ms. Barnard, who resides on Amsterdam, has had some flood damage, which she believes the city is responsible for taking care of. The Mayor explained that the city does not own any of the easements, right of ways, or pipes pertaining to her property. A letter will be sent from the Mayor explaining the city's perspective. There were also two complaints regarding the construction being done on Cecelia Avenue. Mr. Hill and Mr. Sullivan have both stated they have had car damage due to the construction on the road. Letters from the Mayor will also be sent to them. The Mayor is going to meet with supervisors of the Nemann Company to discuss residents' issues regarding their work and the problems they are encountering.

At an earlier meeting, a resident of Aberdeen voiced his concern about water running from his neighbor's yard into his. The residents are now working together to remedy the problem.

Chief Smith relayed to Council that Specialist Joel Shepherd has put in his resignation with the Police Department effective June 6, 2003. He went on to say he had a few potential candidates for the position.

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

ATTEST:

CITY CLERK

  
MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JUNE 9, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ABSENT: FRED BRUNNER AND ANGIE FINKE. ALSO PRESENT: ATTORNEY RICHARD SPOOR AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of May 12, May 17 and May 26, 2003 minutes made by Mr. Ryan; second by Mr. Worland and motion carried.

I. First Reading of Ordinance No. 1, 2003 regarding Non-Moving Violations was read by Attorney Richard Spoor. Council stated they would like residents to be informed of changes through the city's newsletter and website.

II. First Reading of Ordinance No. 2, 2003 stating the new fees for trash and recycling pickup was read by Attorney Richard Spoor.

III. First Reading of Ordinance No. 3, 2003 stating the new real property tax rate was read by Attorney Richard Spoor.

IV. First Reading of Ordinance No. 4, 2003, Amended 2002-2003 Budget, was read by Mayor Hellmann.

V. First Reading of Ordinance No. 5, 2003, Proposed 2003-2004 Budget, was read by Mayor Hellmann.

VI. Resolution No. 9, 2003, Revised City Attorney Contract, was read by Mayor Hellmann. Motion to accept the new contract was made by Mr. Ryan; second by Mr. Worland and motion carried.

VII. Resolution No. 10, 2003, Entering into an Interlocal Agreement for Animal Control, was read by Mayor Hellmann. Motion to accept Resolution was made by Mr. Hollenkamp; second by Mr. Ryan and motion carried.

VIII. Petitioners

Mr. Monty O'Hara and Ms. Laura Cardosi, both residents of Park Hills, were present at the meeting. The two residents voiced their disapproval of the way the police department handled the issuing of parking violations. A paved "cut out" on Lawton Road has been used in the past by residents as a parking area. Until recently, residents have parked here without incident. Several residents have received parking violations in the past few



weeks for parking in a "No Parking" zone while parked in this space. The residents are upset that a warning was not first issued before the citation was given since they have been using this area to park for many years in the past. The Mayor explained this is a "No Parking" area and the police have the right to issue citations to anyone parked there. The Mayor went on to suggest a "No Parking" sign be posted there to avoid further confusion until the Infrastructure Committee can look into what to do with this particular area. Any resident who receives a violation and wishes to contest it may write a letter to the Traffic Hearing Officer within seven (7) days to set up a hearing.

The Mayor then took a moment to thank Mr. O'Hara for replacing the children's swings at Trolley Park.

Ms. Finke, another resident of Lawton Road, was also present at the meeting. She asked if any progress had been made regarding the flooding at her property. Mr. Ryan told her that Mr. Jay Bayer is looking into the problem. Mr. Ryan stated after some road repairs are done it should help to redirect some of the water and keep it from flooding residents' homes and yards.

#### IX. Department Reports

A. Police Department – Mr. Worland made a motion for approval of the May report; second by Mr. Ryan and motion carried. Chief Smith informed Council that the date for the St. Agnes Booster's 5K run has been tentatively changed to October 5 at 8:00 a.m. The Chief asked that they not be charged for a permit and he will also check with them to make sure they have the proper insurance for the run.

Interviews for the opening in the Police Department are scheduled for Friday, June 13 beginning at 6:00 p.m. in the Fire Department Office. Mayor Hellmann invited Council to attend the interviews.

B. Fire/EMS – Mr. Ryan made a motion for approval of the May report; second by Mr. Hollenkamp and motion carried. Chief Amend asked about the status of the building that was formerly Wood Brothers. He wants to make sure the new owners are in compliance with the fire codes. Mr. Jody told him to contact the NKAPC. Chief Amend also asked about the construction at Covington Catholic High School and the new Astro turf ball field. Mr. Jody again referred him to the NKAPC.

C. Building Inspector/Zoning Administrator – No report

D. Public Works Department – Mr. Ryan made a motion for approval of May report; second by Mr. Worland and motion carried. Discussion regarding the Loos property on Park Drive and the problem they are having with their pipe. The plumber would like to run a pipe from their home to the curb of the street under the sidewalk. This will be looked into before any decision is made. Dennis also commented on a damaged pipe on

Amsterdam Road that needs to be replaced. The Mayor wants to make sure part of the pipe is indeed in Park Hills or payment to repair it cannot be made by the city.

E. City Engineer – Mr. Ryan made a motion for approval of May report; second by Mr. Worland and motion carried. Mr. Bayer was not present at the meeting. Mr. Worland asked how the work on Cecelia was going. Mr. Ryan stated the work was moving along well and that the driveways at the end of the street have been finished. The Mayor stated he and Mr. Bayer were going to look into the cost of repairs to fix the water problems on Lawton, Audubon and Amsterdam Roads. Mr. Finke suggested handing out surveys to residents before major road improvements to get their opinions.

F. Finance Department

I. Mr. Worland made a motion for approval of May Financial reports; second by Mr. Ryan and motion carried.

II. Motion to pay the Municipal Road Aid Fund invoices in the amount of \$5,982.20 made by Mr. Ryan; second by Mr. Hollenkamp. Roll call: All ayes  
The final payment to R.A. Miller Construction in the amount of \$15,374.46 will be held until completion and approval of punchlist.

X. Old Business

A. Mr. Ryan made a motion to award Langenheim and Thomson the Locust Street Retaining Wall bid; second by Mr. Worland. Roll Call: Ms. Stubbs, abstained; Mr. Ryan, aye; Mr. Worland, aye; Mr. Hollenkamp, aye. Motion carried by a majority vote of quorum.

XI. New Business

A. The city's auditor, Linda Chapman of Rankin and Rankin, was hired by Florence and will no longer service Park Hills as auditor. The Mayor recommended Van Gorder, Walker and Company, Inc. to be the new city auditor. Council agreed.

9:00 Motion to enter into executive session made by Mr. Worland; second by Ms. Stubbs and motion carried.

9:55 Motion to return to general session made by Mr. Ryan; second by Mr. Worland and motion carried.

## XII. Committee Reports

### A. Community Environmental Committee – No report

### B. Public Safety/Personnel Committee

Mr. Brunner commented on the nuisance ordinance and the changes he would like to see made to it. The committee will look into making the ordinance carry stricter penalties for those violating it.

### C. Infrastructure Committee – No report

Mr. Ryan will schedule a meeting to discuss the cut out on Lawton Road which has been used by residents in the past as a parking pad.

### D. Mayors' Group Report – No report

### E. Mayors' Update – No report

Attorney Richard Spoor informed Council of an upcoming attorney's meeting taking place at the NKADD on June 24 at 9:00 a.m. that will address sexual oriented businesses. Mr. Spoor plans to attend the meeting and will report back to Council.

## XIII. Delegations

### A. Tree Board: No report

### B. Municipal Government League:

Ms. Stubbs shared some highlights of the Municipal Government League's meeting with Council. Representatives from the Transportation Cabinet were on hand to discuss the Brent Spence Bridge project. The estimated cost is around five hundred million dollars. It could take ten to twelve years for the money to be raised. Due to heavy traffic over the bridge, it is in need of repair sooner than anticipated.

Ms. Stubbs also talked about plans to widen Turfway Road and also the addition of ramps from I-275 to the airport and a new runway. For more information, Ms. Stubbs told Council to check the Transportation Cabinet Website: [kytc.com](http://kytc.com).

The Municipal Government League's summer picnic is scheduled for July 24. The annual dinner will be on November 15.

Ms. Stubbs relayed to Council that the surplus of money raised for this years' convention will be reimbursed to cities.

### C. Northern Ky. Area Planning Commission: No report

### D. Kenton Co. Municipal Planning & Zoning Commission: No report.

Business Meeting  
June 9, 2003  
Page 5

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

F. OKI Oversight Committee: No report.

Mayor Hellmann relayed to Council that Popp's Florist on Dixie Highway is for sale. The Mayor would like Council to inform him of any person(s) interested in opening a business in the city. He would like to have the property behind the florist and behind other businesses on Dixie Highway zoned commercial in order to expand the city's business district.

XIV. Adjournment

10:26 Motion for adjournment made by Mr. Ryan.

  
MAYOR MICHAEL J. HELLMANN

ATTEST  
  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A PUBLIC HEARING, SPECIAL AND CAUCUS MEETING ON MONDAY, JUNE 23, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, DREW HOLLENKAMP, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

Call to Order

Pledge of Allegiance

Roll Call

### **PUBLIC HEARING-TAX RATE AND MUNICIPAL ROAD AID FUNDS**

The public hearing ads for the Tax Rate and the Municipal Road Aid Fund were read by Mayor Hellmann. There were no questions or comments regarding either.

Motion for adjournment of Public Hearing made by Mr. Ryan; second by Mr. Worland.

### **SPECIAL MEETING**

Call to Order

I. Second Reading of Ordinance No. 1, 2003 raising the fines for non-moving violations was read by Attorney Richard Spoor. Motion for passage of Ordinance was made by Mr. Brunner; second by Mr. Hollenkamp and motion carried. Roll Call: all ayes.

II. Second Reading of Ordinance No. 2, 2003 setting the fees for trash/recycling pickup was read by Attorney Richard Spoor. Motion for passage of Ordinance was made by Ms. Finke; second by Mr. Worland and motion carried. Roll Call: all ayes.

III. Second Reading of Ordinance No. 3, 2003 setting the new tax rate was read by Attorney Richard Spoor. Motion for passage of Ordinance was made by Mr. Worland; second by Mr. Brunner and motion carried. Roll Call: all ayes.

IV. Second Reading of Ordinance No. 4, 2003 amending the 2002-2003 Budget was read by Mayor Hellmann. Motion for acceptance of amended budget was made by Mr. Brunner; second by Mr. Ryan and motion carried. Roll Call: all ayes.

V. Second Reading of Ordinance No. 5, 2003, proposed 2003-2004 Budget, was read by Mayor Hellmann. Motion for acceptance of proposed budget was made by Mr. Worland; second by Mr. Brunner and motion carried. Roll Call: all ayes.

VI. Municipal Order No. 4, 2003 appointing Chief Smith as Property Officer, Manager was read by Mayor Hellmann. Motion for acceptance of Municipal Order was made by Mr. Brunner; second by Mr. Hollenkamp and motion carried. Mayor Hellmann then read Chief's Order No. 1, 2003, which appoints Robert Ford as Property Officer, Manager.

VII. Special Fund Payments- Motion to pay Municipal Road Aid Fund Invoices in the amount of \$1,273.84 was made by Mr. Brunner; second by Mr. Ryan and motion carried. Roll Call: all ayes.

VIII. Resolution No. 11, 2003 supporting a countywide tax for EMS services was read by Attorney Richard Spoor. Motion for acceptance of Resolution was made by Mr. Hollenkamp; second by Mr. Worland and motion carried.

Mayor Hellmann went on to explain to Council why the tax is needed. St. Elizabeth says they can no longer afford to cover the cost of Transcare. In order to keep Transcare from going out of business, local Fire Chiefs came up with an idea to raise money to keep ALS and BLS services. An ad valorem tax up to four cents (\$0.04) per \$100 of assessed value on all real property in Kenton County would be enacted. There is a shortage of personnel in this field and this tax would help pay for part time BLS and ambulance services and fund additional paramedics needed for runs. The resolution is simply showing the city's support and is not a passage of the tax, nor would it affect the volunteer status of the Park Hills Fire and Rescue Department.

Mayor Hellmann went over a proposal from Bayer Becker for a study of four project sites for possible drainage improvements. The Mayor will address the proposal in more detail during the month of July.

A bid for the renovation of the clerk's office has been submitted by Mr. Dan Bosch. Motion to accept Bosch's bid of \$34,000 and to expense up to \$10,000 out of the reserve fund for clerk's office renovation was made by Mr. Brunner; second by Ms. Finke. Roll Call: all ayes.

### **CAUCUS MEETING**

Call to Order

I. Petitioners

II. Committee Discussions

A. Community Environmental Committee – No report

B. Infrastructure Committee – No report

C. Public Safety/Personnel Committee – No report

Mayor Hellmann informed Council that first and second class cities do not have the ability to fine property owners who neglect their property. Mr. Robert Winter stated a committee/board may be needed to take on a bigger role in nuisance related problems.

III. Mayor's Group Report

There was discussion regarding ALS and BLS services and Mobile Data Terminals.

IV. Mayor's Update

The Mayor commented on the progress of the building renovation. The painting of the outside of the city building is almost complete with a few touch ups to be made.

V. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League – *No report*

C. Northern KY Area Planning Council – No report

The quarterly meeting will take place in July.

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

E. Telecommunications Board of Northern KY – No report

F. OKI Oversight Committee

Mr. Brunner relayed to Council that the OKI office has moved to Pete Rose Way in Cincinnati.

Mayor Hellmann mentioned that OKI would like to begin a study of Dixie Highway to find a way to redirect traffic from I-75 onto Dixie Highway. The study would try to come up with ways to make Dixie more efficient for heavier traffic flows. The study could take up to 18 months and would require input from Kenton County citizens. The Mayor will keep Council informed.

A lengthy discussion followed regarding parking citations and the negative response from some of the citizens who have received them. Mr. Brunner suggested handing out warnings instead of citations informing residents of the upcoming fine increases. This will be discussed with Chief Smith.

Mayor Hellmann reminded Council to have Newsletter articles ready by the July 14<sup>th</sup> Business Meeting.

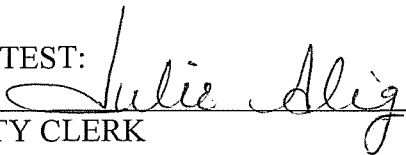
9:20 Mr. Ryan motioned to take a three minute recess before entering executive session.

Public Hearing, Special & Caucus Meeting  
June 23, 2003  
Page 4

10:30 Motion to adjourn from executive session and Caucus Meeting was made by Ms. Finke.

ATTEST:

CITY CLERK

  
\_\_\_\_\_

  
\_\_\_\_\_  
MAYOR MICHAEL J. HELLMANN



**THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JULY 14, 2003 AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: EVELYN STUBBS, STEVE RYAN, FRED BRUNNER, TED WORLAND AND DREW HOLLENKAMP. ABSENT: ANGIE FINKE. ALSO PRESENT: ATTORNEY BOB WINTER, ED JODY AND ROB KELLER.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL**

**APPROVAL OF MINUTES: Motion for approval of June 9 and June 23, 2003 minutes made by Mr. Ryan; seconded by Mr. Brunner and motion carried.**

**I. Petitioners:**

**Mrs. Finke, resident of Lawton was present to discuss the flooding on her property, Mr. Keller commented that this situation is being addressed. A resident of Old State discussed his next door neighbor parking vans with lettering in their driveway, he was concerned about an illegal parking pad in their backyard. The main concern is that the van parked next door is being used for storage. He discussed this with the neighbor to no avail. There are three people living in the house and they have six vehicles.**

**The mayor did comment on the fact that it is illegal to use a parked van for storage.**

**II. Department Reports**

- A. Police Department – Mr. Brunner made a motion for approval, seconded by Mr. Ryan, motion carried. Police Chief Rick Smith informed the mayor and council of an arrest that involved confiscating illegal drugs, cash, a weapon and an automobile. The Police Chief was congratulated by Mr. Ryan with regards to the Block Watch.**
- B. Fire/EMS - Mr. Brunner made a motion for approval, seconded by Mr. Ryan, motion carried.**
- C. Building Inspector/Zoning Administrator – Mr. Brunner made a motion for approval, seconded by Mr. Worland, motion carried.**
- D. Public Works Department – Mr. Brunner made a motion for approval, seconded by Mr. Ryan, motion carried.**
- E. City Engineer – Mr. Ryan made a motion for approval, seconded by Mr. Brunner, motion carried. Mr. Keller was present in the absence of Mr. Bayer.**

**Business Meeting  
July 14, 2003  
Page 2**

Mr. Keller discussed Cecelia project and payment of their first invoice. Mayor wants written agreement from Water District stating that the work is satisfactory. The Locust Street Wall project is scheduled to begin on September 2. Work should take about three weeks. A pre-construction meeting will be scheduled one to two weeks before work is to begin. Meeting will determine how to notify residents, signage, traffic control, etc. There are still some punchlist items to complete on Old State Road.

**F. Finance Department –**

1. Special Fund Payments – Motion to pay Municipal Road Aid invoices in the amount of \$3,829.42 and Vehicle Fund invoices in the amount of \$2,187.40 and payment to Nemann Company in the amount of \$268,872.75 from Road Tax, upon the condition of a written agreement by the Sanitation District accepting work, made by Mr. Brunner, seconded by Mr. Ryan. Motion carried. Roll Call: all ayes.

**III. Old Business**

Discussion regarding the ALS and BLS. There will be nothing on the November Ballot for this.

**IV. New Business**

Mayor Michael Hellmann discussed the KLC invoice, he will be meeting with Larry Klein this week and will discuss this situation with him. Several calls have been made regarding this issue. The council agrees we will have to pay the invoice with the exception of late fees and we definitely will not be paying the interest. There is more research to be done before we pay the invoice in question. Mr. Winter brought up the fact that the city ask for a 75 day abatement period at the old rate before deciding if we want to continue insurance.

**V. Committee Reports**

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report

Mr. Ryan scheduled a tentative meeting for Wednesday, July 23 at 7:30 pm.

D. Mayor's Group – No report

E. Mayor's Update

Updated Council on the city building renovation.

**VI. Delegations**

A. Tree Board – No report

B. Municipal Government League – No report

**Business Meeting**

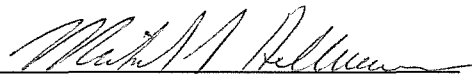
**July 14, 2003**

**Page 3**

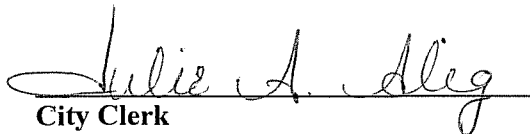
- C. Northern KY Area Planning & Zoning Council – No report**
- D. Kenton Co. Municipal Planning & Zoning Commission – No report**
- C. Telecommunications Board of Northern KY – No report**
- D. OKI Oversight Committee – No report**

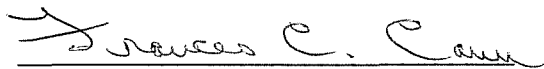
**VII. Adjournment**

**8:30 P.M. Motion for adjournment made by Mr. Brunner, seconded by Mr. Worland and motion carried.**

  
**Mayor Michael J. Hellmann**

**ATTEST:**

  
**City Clerk**

  
**Assistant City Clerk**

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, JULY 28, 2003, AT 7:30 P.M. IN THE FIRE DEPT. OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN AND EVELYN STUBBS. ABSENT: TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners: None

II. Committee Discussions

A. Community Environmental Committee – No report

B. Infrastructure Committee

Mr. Ryan stated no action taken on the Lawton Road “cutout” which residents have been using as a parking pad. Work will begin on that road within the next few years and will be addressed at that time.

Grinding on Cecelia will begin Tuesday and finish up on Thursday.

Ms. Baute, a resident of Cecelia wants the city to sod her yard. The estimated cost for this would be around \$3,000 as opposed to \$50 to seed and straw the yard. The Council decided the seed and straw would be adequate.

Mr. Finke reminded Council that Cinergy will be doing gas line replacements from South Arlington to Kyles Lane during the next three weeks.

C. Public Safety/Personnel Committee – No report

III. Mayor’s Group Report

Mayor stated the ALS and BLS issue will be discussed at the next meeting. The skateboard park also discussed.

IV. Mayor’s Update

Mayor discussed the Mobile Data Terminals and how we may tie in with Boone County. He will continue to look into this.

V. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League – No report

C. Northern KY Area Planning Council – No report

Caucus Meeting  
July 28, 2003  
Page 2

- D. Kenton Co. Municipal Planning & Zoning – No report
- E. Telecommunications Board of Northern KY – No report
- F. OKI Oversight Committee – No report

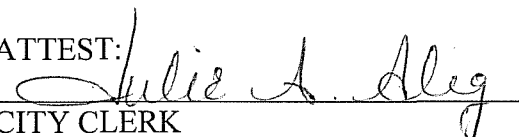
7:50 Motion to enter executive session for the discussion of pending litigations made by Mr. Ryan; second by Mr. Brunner and motion carried.

8:30 Motion to adjourn from executive session made by Mr. Ryan; second by Ms. Finke and motion carried.

Ms. Baute entered the meeting voicing her desire for sod in her yard. Mayor Hellmann agreed to 5 feet of sod along the front of her property to keep mud from washing onto her porch.

8:40 Motion for adjournment of Caucus Meeting made by Mr. Brunner

  
\_\_\_\_\_  
MAYOR MICHAEL J. HELLMANN

ATTEST:   
\_\_\_\_\_  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 11, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: JAY BAYER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of July 14 and July 28, 2003 minutes made by Mr. Brunner; second by Mr. Worland. The Mayor had a change on the July 14 minutes to pay the Nemann Co. \$268,872.75, adding: "upon the condition of a written agreement by the Sanitation District." Another change was on the July 28 minutes changing the wording under Infrastructure Committee from Cinergy doing "spot treatments" to doing gas line replacements.

I. Petitioners

II. Resolution No. 12, 2003 appointing Frank Monterosso III as Patrolman was read by Mayor Hellmann. Motion to accept Resolution made by Mr. Worland; second by Mr. Brunner and motion carried.

III. Municipal Order No. 5 appointing Jude Schulte to the Board of Adjustments was read by Mayor Hellmann. Motion to accept Municipal Order made by Ms. Stubbs; second by Mr. Brunner and motion carried.

IV. Department Reports

A. Police Department

Chief Smith informed Council of the date change for the St. Agnes Boosters' Run/Walk. The race will be held on Sunday, September 28 at 4:00 pm. Since this is a charity event, the Chief asked that all fees be waived. The Boosters are expecting about 200 families to participate in the run/walk. Mayor Hellmann suggested Ms. Eckerle have flyers distributed to the residents of the streets that the run will take place on. The Chief then went over the route of the race with Council. The Boosters changed the date of their race so as not to interfere with the Children's Home 5K Run, which is scheduled for October 18.

Ms. Stubbs questioned a citation given to a vehicle for not observing the weight limit. Chief Smith explained the truck was enroute to Devou Park for construction and was beyond the legal weight limit. He went on to say he would like signs posted at each entrance into the city posting the weight limit for thru trucks.

B. Fire/EMS – Mr. Brunner made a motion for approval of the July report; second by Ms. Finke and motion carried.

C. Building Inspector/Zoning Administrator – Mr. Worland made a motion for approval of July report; second by Mr. Brunner and motion carried. Mr. Jody informed Council of the two new homes on Irish Rose.

The sign at Snappy Tomato Pizza may stay as long as it remains a “city sign”, which means it would belong to the city as a “welcome to Park Hills” sign or other form of advertisement for the city.

D. Public Works Department – Mr. Ryan made a motion for approval of July report; second by Mr. Brunner and motion carried. Mr. Finke informed Council the sidewalk in front of Covington Catholic will be poured tomorrow, weather permitting. A pre-construction meeting for the Locust St. Retaining Wall Project is also scheduled for Tuesday morning.

Discussion followed regarding the intersection at Scenic and Cecelia. The Infrastructure Committee will meet to determine what type of signage will work best at that intersection.

E. City Engineer – Mr. Brunner made a motion for approval of July report; second by Mr. Ryan and motion carried. Mr. Bayer commented on the nice job on Cecelia Ave. and stated the punchlist has yet to be completed. The final inspection on Old State Road will take place tomorrow. Ms. Finke of Lawton Road addressed Mr. Bayer regarding the flooding on her property. Mr. Bayer has submitted a proposal to the city for street studies. A motion to accept the proposal in the amount of \$9,400 was made by Mr. Brunner; second by Mr. Worland. Roll Call: all ayes. The study will assess the drainage problems on certain streets and see which streets need to be addressed first. The study should be complete in about two months.

Mr. Kuchle informed Council he talked to the Sanitation District regarding the charge of \$11.25 per quarter to residents. He stated the money should be used to correct drainage problems. Mayor Hellmann informed him the money would first need to be collected for a couple of years before work is actually done and that the money does not go to the cities.

F. Finance Department

I. Mr. Brunner made a motion for approval of July financial reports; second by Mr. Worland and motion carried.

II. Motion to pay the Road Tax Fund invoices in the amount of \$1,374.47, the Municipal State Aid invoices in the amount of \$527.05 and Vehicle Fund Invoices in the amount of \$3,165.10 made by Mr. Ryan; second by Mr. Brunner. Roll Call: All ayes.

V. Old Business

Ms. Baute, 1105 Cecelia, is happy with the sod that was put on her property to keep the water from running onto her porch.

It was also concluded the grass at the top of the city's Cecelia property be cut on a regular basis.

VI. New Business

Mr. Hollenkamp asked if an article could be placed in the city's newsletter informing residents of a fund raiser at the Devou Park Memorial Building given by the Catholic Social Services. Mr. Brunner is afraid this may set a precedence to other organizations and may cause future problems. It was suggested they call Ms. Fangman to see if an article could be placed in the HUB regarding the fund raiser.

VII. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

A committee meeting is scheduled for Monday, August 18 at 7:30 in the Fire Department to discuss health insurance and the personnel policy.

C. Infrastructure Committee – No report

D. Mayors' Group Report – No report

E. Mayors' Update

The Mayor asked Council's input about the city's Cecelia property. The city could sell by owner or possibly contact developers. Mr. Ryan informed Council the property would have to be appraised. Motion for the Mayor to enter into a contract for an appraisal was made by Mr. Ryan; second by Mr. Brunner and motion carried. The property is zoned residential, but the city would not have a say as to what type of home could be built. Mr. Brunner passed out an article to Council regarding the Greenhills' development, which tells of one area rebuilding its older neighborhood and businesses. He asked Council to read it so that they may discuss it at a later meeting.

The Police Department is about 95% finished. Windows in the Council Chambers on the front of the building will be replaced and renovation to the clerk's office should begin around January.

VIII. Delegations

A. Tree Board: No report



- B. Municipal Government League: No report
- C. Northern Ky. Area Planning Commission: No report
- D. Kenton Co. Municipal Planning & Zoning Commission: No report.
- E. Telecommunications Board of Northern Ky.: No report.
- F. OKI Oversight Committee: No report.

Chief Amend announced the Fire Department was notified by Congressman Lucas' Office that they were awarded the FEMA Grant of \$90,000. The money will be used for gear and to replace self-contained breathing apparatuses, which will put the Fire Department up to standard. Mayor Hellmann asked if it was a FEMA Grant or a matching grant where the city would have to match a percentage or put up a certain amount of money. Chief Amend replied it was a straight FEMA Grant with no matching on the city's part. Congratulations to the Fire Department for receiving this grant.

VI. Adjournment  
8:35 Motion for adjournment made by Mr. Brunner.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:  
  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, AUGUST 25, 2003, AT 7:30 P.M. IN THE FIRE DEPT. OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR

Call to Order

Pledge of Allegiance

Roll Call

#### I. Petitioners

Mr. Muske was present at the meeting to go over with Council the details of the 5K Run. The race is scheduled for October 18<sup>th</sup> and will benefit the Children's Home. Mr. Muske passed out maps to Council detailing the routes, one for the run and another for the walk. The Cub Scouts will deliver flyers to residents affected by the walk/run. Mayor Hellmann said the permit fees and cost for police overtime would be waived since the run is for charity. Four to five police will be needed for approximately 1 ½ hours. The Civic Association is hoping to raise about \$5,000 from this years' run. Last year it brought in about \$3,400. Council did not have any problem with having the run take place in the city. It will be put to a vote at the next business meeting.

#### II. Committee Discussions

##### A. Community Environmental Committee – No report

##### B. Infrastructure Committee

Discussion regarding the intersection of Cecelia and Scenic. There have been problems with cars going through the intersection without yielding to oncoming traffic. Chief Smith suggested a stop sign at the top of Scenic (formerly Rue de Maison) or perhaps a 3-way yield sign. Mr. Ryan would like to see two stop signs, one at old Scenic and one at the new Scenic. Attorney Richard Spoor will prepare an emergency ordinance for the next business meeting.

##### C. Public Safety/Personnel Committee – No report

The meeting scheduled for Monday, August 18<sup>th</sup> was canceled. A new meeting has been scheduled for Wednesday, September 10<sup>th</sup> at 7:30 to discuss the personnel policy and the city's health insurance.

#### III. Mayor's Group Report

Mayor Hellmann will be meeting with the Ft. Wright and Bromley Mayors on Wednesday afternoon to discuss the EMS. They will talk about how to deal with the

personnel shortage and the demand by residents for better service. Mayor Hellmann will update Council on the outcome of their discussion.

The Mayors' Meeting had the usual discussions regarding the MDT's and the Skateboard Park.

#### IV. Mayor's Update

The Police Department has acquired a new cruiser. The department is waiting for Cincinnati Bell to move their phone lines downstairs so they can then move into their newly remodeled office.

Chief Amend inquired to the Mayor about hiring someone to cover the weekends in the Fire Department. Mayor Hellmann will discuss the cost with other Mayors in the area and get back with Chief Amend.

#### V. Delegations Discussions

##### A. Tree Board – No report

Council commented on how nice the Trolley Park area looks. A big "Thank You" goes out to Pam Spoor and all who helped with the beautiful flowers.

##### B. Municipal Government League

The Municipal Government League met last Thursday evening and had a discussion on how to get legislators to work in Frankfort for cities. Health Insurance was one of the main topics with many cities concerned about how to pay for the rising cost of health care.

Ms. Stubbs invited Council and the Mayor to attend the League's annual dinner to be held Thursday, September 18 at 6:30 pm at Walt's Hitching Post. The League hopes some of the legislators will also attend the dinner.

##### C. Northern KY Area Planning Council – No report

##### D. Kenton Co. Municipal Planning & Zoning – No report

##### E. Telecommunications Board of Northern KY – No report

##### F. OKI Oversight Committee – No report

The Mayor brought up the nuisance regulations and how he would like them to include fourth class cities. At the present, fourth class cities do not have much power in enforcing their nuisance ordinance.

A resident from Audubon was in attendance to discuss some problems she has been having with neighbors. The house across the street from her home has a car and van up on jacks in the front yard. The two houses on both sides of her daughter's home have tall grass, weeds and peeling paint on the houses. Mayor Hellmann assured her letters would be sent to these homeowners to correct the problems.

Caucus Meeting  
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Chief Smith passed out flyers to Council showing the times and locations of street closings for the firework display on Sunday night.

8:16 Motion for adjournment made by Mr. Brunner

  
\_\_\_\_\_  
MAYOR MICHAEL J. HELLMANN

ATTEST:   
\_\_\_\_\_  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, SEPTEMBER 8, 2003, AT 7:30 P.M. IN THE FIRE DEPARTMENT OFFICE WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR AND CITY ENGINEER JAY BAYER. ABSENT: EVELYN STUBBS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of August 11 and August 25, 2003 minutes made by Mr. Ryan; second by Mr. Brunner and motion carried.

I. Petitioners

II. A motion to table Emergency Ordinance No. 6, 2003 was made by Mr. Ryan; second by Mr. Brunner and motion carried. The ordinance was postponed due to the fact residents would like to see additional signage on Cecelia Avenue. Mr. Finke spoke to residents of the street and they were concerned about the buses that run on the street and have to turn around at the dead end. This may require "No Parking" signs. The ordinance may be postponed for a month or so.

III. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the August report; second by Mr. Worland and motion carried. Mr. Worland read a letter written by resident Michael Schroer. The letter thanked Officer Erck for his help and professionalism regarding a problem Mr. Schroer was having with a particular individual. Mayor Hellmann read a second letter, which was sent by Spec. Robert Ford. The letter commended Chief Smith on his assistance during a robbery in Ft. Wright. Chief Smith located the suspect and led him from the woods at gunpoint, which then led to his arrest. Congratulations to both gentlemen for jobs well done!

B. Fire/EMS – Mr. Brunner made a motion for approval of the August report; second by Mr. Ryan and motion carried. Chief Amend let Council know that a letter would be going out regarding the Fire Department grant and what the city will need to match.

C. Building Inspector/Zoning Administrator – Ed Jody was not present at the meeting. McHale's Catering's, "The Gardens of Park Hills", is now open for business. The properties at 1200-1204 Elberta Circle are having new roofs put on.

D. Public Works Department – Mr. Brunner made a motion for approval of August report; second by Mr. Brunner and motion carried. A letter from Ms. Woodfin of Cecelia was sent to members of Council informing them of problems with her new driveway. She states her car “drags” when backing out. This is on the punch list to be looked into.

E. City Engineer – Mr. Worland made a motion for approval of August report; second by Mr. Ryan and motion carried. The work on Cecelia has been completed with the punch list going out this morning. A meeting regarding the Locust Street Retaining Wall Project is scheduled for tomorrow morning.

Thelen has prepared a report on the Hamilton Avenue Project. The report will be given to the Infrastructure Committee so they can decide how they would like to proceed with the project.

Mayor Hellmann commented he would like to have punch lists completed sooner so that final payment can be made in a timelier manner.

Mr. Kuchle was present at the meeting. He relayed to Council that there are “dips” in the street on Old State Road and some low areas where the sewer lids were replaced. The Sanitation Department may have to look at this problem to see if it is the city’s responsibility or R.A. Millers’.

Mr. Bayer stated the drainage study should take about eight weeks to be completed. He should have more information at the next Caucus Meeting after the Infrastructure Committee has a chance to meet.

Mr. Hollenkamp stated he spoke with several residents of Alhambra Ct. who said they were having some drainage problems. Mr. Hollenkamp suggested this street become part of the engineer’s study. Mayor Hellmann would like a survey to go out in the next Newsletter regarding water and drainage problems. This would give an idea of the areas in most need of work.

#### F. Finance Department

I. Mr. Brunner made a motion for approval of August financial reports; second by Mr. Worland and motion carried.

II. Motion to pay the Municipal State Aid invoices in the amount of \$465.50 made by Mr. Brunner; second by Mr. Ryan. Roll Call: All ayes.

Motion to pay R.A. Miller Construction’s final payment of \$9,988.96 made by Mr. Ryan; second by Mr. Brunner. Motion to pay Bosch Construction’s final payment for the Police Dept. renovation in the amount of \$24,844.94 made by Mr. Worland; second by Mr. Brunner. Roll Call: All ayes.

#### IV. Old Business

A motion was made by Mr. Worland to waive the permit fees and grant permission for the 5K run/walk thru the City of Park Hills, upon receipt of proof of insurance, to benefit the Children’s Home; second by Mr. Brunner and motion carried.

V. New Business

Mr. Hollenkamp relayed to Council a conversation he had with a gentleman interested in opening a McDonald's Restaurant within the city. The empty restaurant in question is actually located in Ft. Wright, but if a location should become available in our city, we could let him know.

Discussion followed regarding the report given to Council which detailed the time of day and the amount of time it took for squad runs in Park Hills and other local cities.

VI. Committee Reports

A. Community Environmental Committee – No report

B. Public Safety/Personnel Committee – No report

A meeting is scheduled for Wednesday, September 10 at 7:30 pm. Mayor Hellmann asked the City Attorneys to have someone from their firm present at the meeting.

C. Infrastructure Committee – No report

An Infrastructure Meeting will be scheduled later.

D. Mayors' Group Report – No report

E. Mayors' Update

The Police Department is waiting for Cincinnati Bell to finish wiring the newly renovated offices before they can move back downstairs. This should take place this week.

Mayor Hellmann asked Chief Amend if he had been through the new Covington Catholic School. Chief Amend stated he met there with Area Planning last week and there were a few areas that still needed updating. The Mayor would like the State Fire Marshall to walk through also for a final inspection.

The Fire Marshall was at the Garden of Park Hills to inspect. He and the Area Planning Commission had some disagreements they need to work out before the business' opening.

Mr. Kuchle brought up an article he read regarding senior drivers. He wondered if Park Hills could offer a course for older drivers. Mayor Hellmann told him the course is offered through the Northern KY Area Planning Commission, but that he would bring it up at the next Mayors' Meeting.

VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

C. Northern Ky. Area Planning Commission: No report

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

Business Meeting  
September 8, 2003  
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E. Telecommunications Board of Northern Ky.: No report.

F. OKI Oversight Committee: No report.

Mr. Brunner relayed to Council information about workshops that will be offered in the fall. The workshops will cover highway work, asphalt, etc. The cost is \$65 per day and will be offered on various days at different locations throughout Ohio.

VIII. Adjournment

8:33 Motion for adjournment made by Mr. Brunner.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK



THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, SEPTEMBER 22, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER. ABSENT: FRED BRUNNER

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners

Mr. Schumacher was present at the meeting to discuss water problems at his mother's home located at 836 Alhambra Ct. He states the new home built on Aberdeen is causing his mothers' drains to overflow and cause flooding in her basement. Mr. Ryan said the catch basin may not be taped into the sanitation pipe. The City Clerk will call the Sanitation District on Tuesday and have them look at the property.

Mr. Kuchle was also present at the meeting. He wanted to tell Council about the nice people at the Kenton County Animal Shelter who took care of he and his wife's cat problem. He went on to say, he was having more problems with leaves clogging his drain and other water run-off problems. He asked Council to keep his home in mind during street repairs. He also noticed the street by his home was damaged during a water line repair job in June. He stated the pothole near Hamilton and Amsterdam has never been repaired and there were sinking areas where the manhole covers were replaced on Old State Road.

II. A discussion took place regarding damage done to fences or landscaping in the city's right of way. It would be the responsibility of the homeowner if they put something in the right of way and it becomes damaged.

Mayor Hellmann then passed out a printout on political sign regulations. He would like the City Attorney to make some changes to Park Hills' regulations which would include: Changing maximum height from 8' to 5', removing signs within 3 days of election, make sure permission is given by owner to display signs in vacant lots. It will remain the city's policy to remove signs in the city's right of way and to make sure signs go up no sooner than 45 days before an election.

III. A discussion took place regarding tax incentives for homeowners who would change their current two-family dwellings into one-family dwellings. The City of Park Hills has approximately 40 percent rental property and the Mayor brought up the idea of offering a tax break to those who made their homes one-families. This would cause the owner to take better care to maintain the property. Mr. Winter will look at the laws regarding taxes to see if this is allowable. He will update Council at a later meeting.

#### IV. Committee Discussions

##### A. Community Environmental Committee – No report

##### B. Infrastructure Committee- No report

Meeting scheduled for October 20 at 5:30 pm in the City Building. The meeting will include Mr. Bayer's analysis on drainage problem areas and Thelen's report on Hamilton Avenue.

##### C. Public Safety/Personnel Committee

Mr. Hollenkamp talked with Dean Spoor regarding the personnel policy. Hemmer Spoor will look at the current personnel policy, see what changes can be made and report back to the committee.

#### III. Mayor's Group Report

KLC discussed the 2004 legislative agenda and their priorities. One of the topics was health care. Under KRS, cities are not allowed to merge with others as one group for health care, which was a possibility brought up previously.

Representative Draud is pre-filing a bill to raise tobacco tax from 31 to 75 cents per pack. Gambling in Kentucky's racetracks was also discussed. This would only be passed if it would be a significant revenue increase benefiting the racetracks.

Discussion to eliminate the vehicle emissions testing took place.

The base court revenue was discussed. A citation fee would be used to reimburse cities who took a significant loss in revenues. Thirty percent would go directly to the cities, the other seventy percent would be divided among the cities based on classification and the number of certified police officers in that city. A base of \$14,000 to start and up to \$6500 or \$7500 per officer.

A community investment act is being looked at as a way to allow cities to have more control in taxing restaurants and other food service establishments. A tax of 1 to 3% would be given back to cities for parks, recreation, entertainment, etc.

Also looking to pass a tax exempt status for historical structures. This may be more of a benefit to river cities who have older, historical structures.

#### IV. Mayor's Update

Business and Caucus Meetings can now take place in the Chambers as the Police have moved back into their office downstairs.

Mr. Hollenkamp passed out an article to Council regarding Edgewood's use of electronic bidding for their Senior Center. Mayor Hellmann commented this might be a good idea, but that the low bid is not necessarily the best bid. This system could be helpful for the Police Department when auctioning off some of their equipment depending on the cost of the software.

V. Delegations Discussions

- A. Tree Board – No report
- B. Municipal Government League

Most of the topics of discussion were covered under the Mayor's Group Report. Ms. Stubbs said an arena for The Northern Kentucky University was also brought up at the meeting.

- C. Northern KY Area Planning Council – No report
- D. Kenton Co. Municipal Planning & Zoning – No report
- E. Telecommunications Board of Northern KY – No report
- F. OKI Oversight Committee – No report

The responsibility of homeowners and the right of way was brought back into discussion. Mr. Worland commented that if we pay for one person's damage, we would have to pay for everyone's. He suggested placing an article in the next Newsletter explaining right of way responsibilities to people. Mr. Winter said people should not erect anything in the city's right of way per Ordinance. Landscaping may also be removed at the homeowner's expense. Mr. Winter will look into the right of way regulations.

8:45 Motion to adjourn to executive session made by Mr. Ryan; second by Mr. Worland and motion carried.

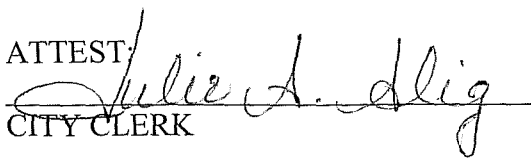
8:55 Motion to leave executive session and reconvene into regular session made by Mr. Ryan; second by Mr. Worland and motion carried.

Mr. Worland passed out flyers inviting the Mayor and Council members to an open house to meet Mr. Trey Grayson who is running for Kentucky Secretary of State. The open house will take place Saturday, October 11 from 6:00 – 9:00 pm at Mr. Worland's home.

9:05 Motion to take no action on executive session discussion and to adjourn from Caucus meeting made by Mr. Ryan; second by Mr. Worland.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, OCTOBER 13, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER AND JAY BAYER. ABSENT: FRED BRUNNER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of September 8 and September 22, 2003 minutes made by Mr. Ryan; second by Mr. Worland and motion carried.

I. Petitioners

II. Ordinances

a. Emergency Ordinance No. 6, 2003, placing stop signs at the intersections of Cecelia Avenue and Scenic Drives, read by Attorney Robert Winter. Motion to accept Ordinance made by Mr. Ryan; second by Mr. Worland and motion carried.

b. First reading of Ordinance No. 7, 2003, adding a new street sign at Covington Catholic High School, by Attorney Robert Winter.

c. First reading of Ordinance No. 8, 2003, placing restrictions of commercialization at Trolley Park, by Attorney Robert Winter. Before the ordinance was read, Mayor Hellmann explained to Council the purpose of the Ordinance. It is meant to stop for-profit organizations from selling their goods or services on public property. This will not ban non-profit organizations such as the Civic Association and other city sponsored events. Mr. Worland questioned section 4 (ii), which talks of removing property of such organizations by the city and the availability of retrieval upon reimbursement for incurred expenses by the city; also questioned the disposal of the property. Motion to table the ordinance until further review, made by Mr. Worland; second by Mr. Ryan and motion carried. Mr. Worland will contact Mr. Winter with ideas for additions and/or deletions of this ordinance.

This will go on record as the first reading of Ordinance No. 8, 2003.

d. First reading of Ordinance No. 9, 2003, amending Ordinance No. 4, 1987 for political sign regulations, by Attorney Robert Winter.

### III. Department Reports

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

Mr. Hollenkamp questioned Chief Smith about the section of his report that voiced his disappointment with the Civic Association. Chief Smith stated they were not informed of any street closures prior to the city picnic. Any residents or organizations wishing to close off city streets must notify the Police Department first.

Chief Smith stated he would like a “No Parking Here to Corner” sign on St. Joseph Lane next to the animal hospital. There is currently a very faded yellow line there. Mr. Hollenkamp asked that those in charge of parking for the Covington Catholic sporting events be notified of the parking regulations of the city. This way, they could let those attending the games know where to park. Mayor Hellmann suggested the Chief draft a letter to Covington Catholic for them to forward to the visiting schools regarding the city’s parking regulations.

The Chief stated he posted a stop work order at 1440 Dixie Highway (Den Lou) until a proper permit is filed at the city building. He also would like Ed Jody to follow up on their letter to a resident on Irish Rose regarding the uncut grass.

Ms. Stubbs asked Chief Smith if it would be possible to offer landlords the opportunity to have free background checks done on potential renters. Chief Smith and Attorney Robert Winter stated this is not allowed as the rules are set up through the Kenton County Dispatch that there must be an investigation ongoing with a particular individual. Ms. Stubbs wondered if it would be legal if the landlord requested the check. Mr. Winter still did not believe this would be allowed, but said he would check. Landlords, or anyone else, wishing to see a list of criminal background can do so at the courthouse.

Mr. Worland stated this would take up police time and others hearing of it may request the same service be done for them. Chief Smith went on to say, their department does not have the terminals necessary for these types of checks. When they have an investigation, they must notify the County and then the information is faxed or delivered back to the police department.

Mr. Hollenkamp commented on the sign at The Madelyn San Tangelo’s Salon. The sign was approved by Mr. Jody.

Mr. Worland wants to congratulate Sgt. John Eddy on his continuing education classes. Mayor Hellmann asked Chief Smith about the status of the confiscated convertible. Chief Smith stated the Kentucky State Police are running about six months behind and his department is waiting on them to see what is to be done with the car.

B. Fire/EMS – Mr. Worland made a motion for approval of the September report; second by Mr. Ryan and motion carried. Chief Amend was not present at the meeting.

C. Building Inspector/Zoning Administrator – Mr. Worland made a motion for approval of September report; second by Mr. Hollenkamp and motion carried.

Mayor Hellmann contacted the Area Planning Commission to find out the status of the two homes being built at the end of Exter Dr. It seems the homes are being built at an angle that may not be allowed. Area Planning stated they would take a look at the homes this week and get back with the Mayor.

Mayor Hellmann also asked if the Sanitation District was able to check the pipes at the home on Alhambra that was having drainage problems. The city clerk replied the Sanitation District stated it was not a problem with their pipes or the catch basin.

D. Public Works Department – Mr. Ryan made a motion for approval of September report; second by Ms. Finke and motion carried. Mr. Finke stated he would like to schedule this years' leaf pick up for the week before Thanksgiving. Mayor Hellmann would like the Newsletter to go out about two weeks before Thanksgiving to notify residents of the leaf pick up and to inform people about the snow emergency regulations and violations. Mr. Finke said he would like to take care of erecting the sign at the new entrance to Covington Catholic High School, which is to be named Carlisle Drive.

E. City Engineer – Mr. Ryan made a motion for approval of September report; second by Mr. Worland and motion carried. Mr. Bayer recommends the city pay the Fred A. Nemann Company \$94,948.20 for their work on Cecelia Avenue. The project is about 90% complete save for a few punch list items for which the city will hold its 10% retainage. Mr. Bayer also recommends the city pay Langenhiem and Thomson \$48,391.56 for their work on the Locust Street Retaining Wall. These two items will be voted on when the special fund payments are addressed.

Mr. Finke asked if the residents on Locust Street would like to see a guardrail put up. In the past, a fence was erected there to keep vehicles from going over the edge. Mr. Ryan will look at the street and make a recommendation at the Infrastructure Committee Meeting. Mr. Bayer stated he would also have ready for the meeting his report on Hamilton Avenue and his report on the drainage study areas.

#### F. Finance Department

I. Mr. Worland made a motion for approval of September Financial reports; second by Mr. Hollenkamp and motion carried.

II. Motion to pay the Road Tax Fund invoices in the amount of \$143,339.76 and the Municipal State Aid invoices in the amount of \$4,246.80 made by Mr. Ryan; second by Mr. Worland. Roll Call: All ayes.

#### IV. Old Business

#### V. New Business

## VI. Committee Reports

### A. Community Environmental Committee – No meeting

### B. Public Safety/Personnel Committee – No meeting

Mr. Brunner was not present at the meeting. Mr. Hollenkamp stated he would be attending the meeting with the city's insurance agent to be held at 5:30, Wednesday afternoon. He went on to say he is waiting to hear from Attorney Dean Spoor regarding the city's personnel policy.

### C. Infrastructure Committee – No meeting

Meeting is scheduled for Monday, October 20 at 5:30 pm in the City Building.

### D. Mayors' Group Report – No report

### E. Mayors' Update

1. Mayor Hellmann commented on the mulch and sign that were placed at the edge of the park near the playground area. The cost came to around \$1,800, which is less than was expected.

2. Mr. Byrd, a resident at Breckinridge and Montague, would like to erect an art piece named "The Phoenix" in Trolley Park. The statue should be up soon.

3. Mayor Hellmann relayed to Council that Trolley Park will need more outlet boxes to accommodate all of the Christmas lights that will be going up this year. The cost for this will be about \$1,600, but he will look into getting additional estimates. Mr. Finke asked if he should remove the old lights from the large pine tree in the park. Mayor Hellmann will check to see if the lights are in working order before they are removed.

## VII. Delegations

### A. Tree Board: No report

### B. Municipal Government League: No report

The annual dinner for the League is scheduled for Saturday, November 15 at 6:00 pm. The dinner is to be held at the Summit Country Club.

### C. Northern KY Area Planning & Zoning Council: No report

### D. Kenton Co. Municipal Planning & Zoning Commission: No report.

E. Telecommunications Board of Northern Ky.: No report.  
Next meeting scheduled for Wednesday, October 15.

F. OKI Oversight Committee: No report.  
Mayor Hellmann commented on the plans for I-75 and a light rail that would extend from the Cincinnati Airport to the King's Island area. Mr. Brunner may have an update regarding this at the next meeting.

Motion to set this years' Halloween trick-or-treating hours from 6:00-8:00 p.m. with the Fire Department serving "Halloweenies" until 9:00 pm made by Ms. Stubbs; second by Ms. Finke and motion carried.

Mayor Hellmann announced the Northern KY Regional Ethics Authority meeting would be held on either November 20 or November 24.

8:55 Motion to enter executive session to discuss litigations made by Mr. Ryan; second by Mr. Worland and motion carried.


9:26 Motion to adjourn from executive session and reconvene into regular session made by Mr. Worland; second by Mr. Ryan and motion carried.

VIII. Adjournment

9:27 Motion for adjournment of Caucus Meeting made by Mr. Worland.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:

  
CITY CLERK



THE PARK HILLS CITY COUNCIL HELD A SPECIAL AND CAUCUS MEETING ON MONDAY, OCTOBER 27, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, DREW HOLLENKAMP, ANGIE FINKE, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR.

### **SPECIAL MEETING**

Call to Order

Pledge of Allegiance

Roll Call

I. Second Reading of Ordinance No. 7, 2003 regarding a new street sign at the Covington Catholic High School entrance was read by Attorney Richard Spoor. Motion for passage of Ordinance was made by Mr. Ryan; second by Mr. Brunner and motion carried.

II. Second Reading of Ordinance No. 8, 2003, which would place restrictions of commercialization at Trolley Park, was read by Attorney Richard Spoor. Motion for passage of Ordinance was made by Mr. Ryan; second by Mr. Brunner and motion carried.

III. Second Reading of Ordinance No. 9, 2003, the placement and removal of political advertisement signs, was read by Attorney Richard Spoor. Motion for passage of Ordinance was made by Mr. Brunner; second by Mr. Worland and motion carried.

IV. 7:46 Motion to adjourn from Special Meeting made by Mr. Worland.

### **CAUCUS MEETING**

Call to Order

I. Discussion regarding the late penalty for unpaid tax bills. There have been numerous complaints from home owners who were charged the 25% late penalty. This is enforced by ordinance. Council discussed different ways to notify home owners that tax bills are due. An article is placed in the city Newsletter every year and it was also suggested the city place "sandwich" boards throughout the city reminding people when tax bills are due. Council agreed to leave the 25% penalty as is. This will help insure people pay their tax bills on time.

## II. Committee Discussions

### A. Community Environmental Committee – No report

Mr. Finke announced leaf pick-up will take place the week of November 17<sup>th</sup>. He will put signs on streets a few days before their pick-up is to take place. An article will also be placed in the city Newsletter with more information.

### B. Infrastructure Committee

The Infrastructure Committee met Monday to discuss the Hamilton Road project. Thelen will design the wall and Bayer Becker will design the street. The cost will be around \$25,000 to \$30,000 to survey and design. It will be looked into whether the project can be funded with this years' revenue.

Mr. Finke informed the Mayor the cost to mill and pave Amsterdam Road from Hillcrest to Sleepy Hollow would be around \$28,000. He received bids from Michel's, Barrett's and Eaton. The Mayor commented the city could bid this fall in order to begin the work in the spring. The project would take two to four days to complete. The last time this area was paved was in 1996. Mr. Finke will make copies of the bids for Council.

### C. Public Safety/Personnel Committee

Mr. Brunner was filled in on some of the details from the meeting with the city's health insurance agents. Several options were discussed on how to save the city money on its health insurance. In the meantime, Mr. William's, the city's agent, will get quotes from several other insurance companies after employees fill out forms. When these quotes come in, the Committee will schedule a meeting with Mr. Williams.

Mr. Brunner brought up the problem of some of the sidewalks throughout the city, many from tree roots. Sidewalks are the responsibility of the homeowner unless the sidewalk was replaced during a street project. Mr. Finke will inspect sidewalks and let residents know that their sidewalks will need to be replaced or repaired by a certain date. He will also make sure homeowners are informed of the regulations for sidewalks in the city. It was suggested homeowners perhaps contract one company together to have the work done at the same time to save money.

## III. Mayor's Group Report

Discussion regarding EMS and MDT.

## IV. Mayor's Update

The Mayor stated leaves from the leaf pick-up will be used to "build up" areas of Trolley Park. The leaves will be covered with soil and/or mulch to create mounds.

The Mayor commented on the decals in the Police Department. Sgt. Eddy says he is very pleased with the outcome of the Police Department remodeling.

Halloween hours will be from 6:00-8:00 pm and "Halloweenies" in the Fire Department from 7:00-9:00 pm.

V. Delegations Discussions

A. Tree Board

Last summer, letters were sent to two residents regarding their tree problems. As of yet, these problems have not been addressed. The city clerk will speak with the city attorney on how to proceed with these homeowners.

B. Municipal Government League – No report

C. Northern KY Area Planning Council

The quarterly meeting will take place Thursday, October 30<sup>th</sup> at Twin Oaks. Mr. Jim Reis of the Kentucky Post will be a speaker. The Mayor relayed to Council that Mr. Mike Schwartz of the NKAPC has extended them an invitation to the luncheon/meeting.

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

E. Telecommunications Board of Northern KY – No report

F. OKI Oversight Committee – No report

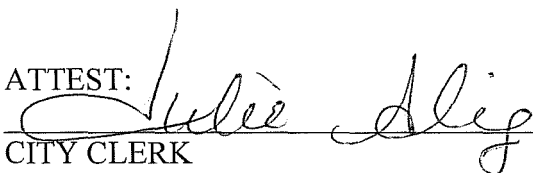
Mr. Spoor met with other city and county attorneys to discuss Sexual Oriented Business zoning. The original plan was to find one location in the county in which to zone this type of business, but this would eventually leave someone to establish the zone, which no one wants. Mr. Spoor suggested the city may want to pass a zoning law which would prohibit this type of business in Park Hills. He went on to say that the Supreme Court says every city has to have this type of zone, but since the “community” extends beyond Park Hills, it could be located outside the city or further down Dixie Highway towards Covington. Mayor Hellmann commented that with the city’s schools, churches and residents so close together, this would leave little space in which to put a business. The fact that this area is not very visible from the interstate would also leave little desire for an owner to place this type of business here.

9:05 Motion made by Mr. Worland to enter executive session to discuss possible litigation.

9:38 Motion to adjourn from executive session and from Caucus Meeting made by Mr. Ryan.

ATTEST:

CITY CLERK

  
MAYOR MICHAEL J. HELLMANN

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, NOVEMBER 10, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER AND BUILDING INSPECTOR ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of October 13 and October 27, 2003 minutes made by Mr. Brunner; second by Mr. Worland and motion carried.

I. Ms. Finke of Lawton Road was present at the meeting with concerns about the flooding problems at her home. Mayor Hellmann stated these concerns would be addressed by Mr. Ryan during the Infrastructure Committee report.

## II. Department Reports

A. Police Department – Mr. Ryan made a motion for approval of the October report; second by Mr. Hollenkamp and motion carried. Mr. Brunner asked Chief Smith that Council be updated on the number of citations that are still outstanding each month. Chief Smith stated, once they update their program, he would include this in his monthly report.

B. Fire/EMS – Mr. Brunner made a motion for approval of the October report; second by Mr. Hollenkamp and motion carried. Chief Amend relayed to Council that the city must put up 10% of the FEMA Grant money. He asked that 5% be paid out of the Creighton Fund, and the city pay the remaining 5%. The budget will be amended to cover this expense from the city's Reserve Fund. The Creighton Fund has a yearly income of about \$30,000. Sixty-two percent is invested in bonds and thirty-one percent in stocks/equity. Mr. Brunner stated he would like to see a larger percentage go toward equity and lower the amount going into bonds. He went on to say, he would like to know Chief Amend's future plans for the money to get an indication of how best to invest it. Chief Amend told Council he would like to purchase a new utility truck for the department. The cost of the truck would be about \$45,000, to be taken out of the Creighton Fund. He would like to have the truck by January. Mr. Worland made a motion to expense up to \$4,500 from the Reserve Fund and up to \$4,500 from the Creighton Fund in order to provide 10% of the FEMA Grant; second by Mr. Hollenkamp. Roll Call: all ayes. Mr. Brunner made a motion to expense \$45,000, but not more than \$50,000, from the Creighton Fund for a new Fire Department utility truck; second by Mr. Worland. Roll Call: all ayes.

Chief Amend met with Ft. Wright's Fire Chief to discuss the coverage for EMS on weekends. They discussed sharing part-time personnel on weekends, one from Park Hills and one from Ft. Wright. They could both be stationed at one or the other city's department. Chief Amend voiced his desire to renovate the second floor of the Fire Department to make it comfortable for employees who would be working long shifts. In order for the department to cover twenty-four hour EMS service, the department would need to budget an extra \$30,000 to cover salaries. Chief Amend would like to have enough people on hand to cover Park Hills instead of having Ft. Wright take all weekend calls. The two cities will work out the cost details as far as billing goes. Mr. Ryan would like to have more information before authorizing a budget increase of \$30,000. Chief Amend will provide Council with more information before the November Caucus Meeting.

C. Building Inspector/Zoning Administrator – Mr. Ryan made a motion for approval of the October report; second by Mr. Brunner and motion carried. Mr. Jody was at an out of town continuing education seminar for a week during October. He commented on the new owners of the Park Hills Center, Gateway, and stated that as of yet, no new plans for the school have been announced. They just closed on the property Tuesday. Classrooms may be used as computer labs for the time being.

D. Public Works Department – Mr. Ryan made a motion for approval of October report; second by Mr. Worland and motion carried. Mr. Finke was not present at the meeting. Mr. Ryan reminded everyone about the leaf pick-up which is to begin on Monday, November 17.

E. City Engineer – Mr. Ryan made a motion for approval of October report; second by Mr. Brunner and motion carried. Mr. Bayer was not present at the meeting. Mr. Ryan updated Council on past and future road projects. Cecelia Avenue is finished except for a few small areas to wrap up. Mr. Bayer will do a final inspection of the Locust Street Retaining Wall before a final payment recommendation is made. Mr. Ryan address Ms. Finke's problem regarding the flooding on her property. He told her the cost to repair this particular area would be around \$250,000, which would put it at least two years away. Mr. Ryan will have Mr. Bayer contact Ms. Finke with information on certain drain covers that may reduce some of the clogging that causes the water to overflow into the home.

The proposal submitted by Thelen Associates to perform a study on a retaining wall on Hamilton Road is \$5,686.75, with an option to refill the holes made from boring with a cement-bentonite grout backfill for \$654.00. Mayor Hellmann suggested to Council that this would be a good time to perform the study before the cold weather and snow arrive. He also suggests going ahead with the option for \$654.00. He also stated they may look into moving the wall further back, which may be an additional cost, but will benefit

Hamilton Road in the long run. A motion to expense \$6,340.75 to Thelen to perform the Hamilton Road study made by Mr. Ryan; second by Mr. Worland. Roll Call: all ayes.

#### F. Finance Department

1. Mr. Brunner made a motion for approval of October Financial reports; second by Mr. Ryan and motion carried.

2. Motion to pay the Municipal Road Aid Fund invoices in the amount of \$3,333.11 and the Road Tax Fund invoices in the amount of \$11,168.46 made by Mr. Ryan; second by Mr. Worland. Roll call: All ayes

#### III. Old Business

#### IV. New Business

Mr. Hollenkamp recognized Mr. Trey Grayson for being elected as Kentucky's Secretary of State. Mr. Grayson is a resident of Park Hills.

Ms. Stubbs questioned whether Park Hills has ever given out a "beautification" award to residents for outstanding upkeep of their yards and landscaping. Mayor Hellmann thought it would be nice for the city to recognize those who keep their homes and property attractive. Ms. Stubbs will look into this and update Council at a later date.

#### V. Committee Reports

##### A. Community Environmental Committee

Ms. Stubbs reminded Council of the idea she brought up at the last meeting to have the Police Department perform background checks on potential renters if requested by the landlords. It was brought up earlier that this may be a violation of a person's legal rights. Ms. Stubbs checked into this and found that as long as the renter consents to the check, it is not a violation of rights. She went on to say, no matter what the outcome of the background check, landlords still have the prerogative to rent to that particular person. Attorney Mr. Winters replied that a city is unable to perform any type of aid for landlords or any private entity. Mr. Brunner asked if we charged a small fee, could we then provide the service. Mr. Jody commented there are already companies that provide this service and we would be cutting into someone else's entity. Mr. Winter went on to say information regarding a felon is provided at the courthouse or online. Ms. Stubbs' concern is if a background check is done by another entity, the city would not be notified about who is moving into the city. Chief Smith asked that this discussion be tabled until the next meeting so that he will have time to look into this in more detail. The Mayor asked Mr. Winter if he could check into the legalities of having an Ordinance drawn up that would require landlords to have background checks performed on potential renters and that the city be notified of the landlord's findings.

B. Public Safety/Personnel Committee – No report

C. Infrastructure Committee – No report  
Mr. Ryan will schedule an Infrastructure Meeting.

D. Mayors' Group Report – No report

E. Mayors' Update  
Mayor reminded Council the 5/3 Loan of \$350,000, plus interest, for the Road Tax Fund is due at the end of November.  
Mayor Hellmann discussed with Council the Northern Kentucky Regional Ethics Committee Meeting he attended. Florence is the newest member of the Committee.

#### VI. Delegations

A. Tree Board: No report

B. Municipal Government League: No report  
The annual dinner meeting will take place Saturday, November 15 at 7:00 pm at the Summit Country Club.

C. Northern Ky. Area Planning Commission: No report

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

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

Next meeting will be Wednesday.

F. OKI Oversight Committee: No report.

Council elected to skip the Caucus Meeting in December.

9:05 Motion to enter executive session to discuss litigations made by Mr. Ryan; second by Ms. Finke and motion carried.

9:45 Motion to adjourn from executive session made by Mr. Brunner; second by Mr. Ryan and motion carried.

Motion to allow city to expense up to \$10,000 out of the Reserve Fund to settle pending lawsuit made by Mr. Worland; second by Mr. Ryan. Roll Call: all ayes

VII. 9:47 Motion to adjourn from Business Meeting made by Mr. Brunner

ATTEST:

CITY CLERK

  
Julie Alig

  
MAYOR MICHAEL J.HELLMANN

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, NOVEMBER 24, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCILMEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY RICHARD SPOOR

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners - None

II. Mr. John Walker of Van Gorder, Walker and Co. was present at the meeting to discuss his audit report. Council and the Mayor received a draft of the audit report. Mr. Walker went over the financial statements for the year ending June 30, 2003. He explained the total assets were down this year and that the city was operating at a loss. There was a 5% decrease in total revenues and he went on to say, the city needs to increase its revenues and decrease its expenditures so as not to deplete our reserve fund. Mr. Walker will meet with the city clerk to present the budget as having its revenues equal its expenditures. He explained briefly to Council the changes that will occur next year when GASB is instilled in the auditing process. GASB will show streets, buildings and other city assets as they depreciate over time. The auditor will work with the city engineers to determine the value of the city streets. Mr. Walker will give Council recommendations on how to segregate duties and how to manage finances better. Mayor Hellmann asked Mr. Walker to find out if the city could pay off the money due to the Sanitation District earlier than projected. The Mayor does not want to keep collecting a surcharge tax from residents if it is not needed. Mr. Walker will look into this.

III. Mr. Mike Schwartz was unable to attend the meeting. He will reschedule in January.

IV. Committee Discussions

A. Community Environmental Committee

Mr. Winter sent a letter to the Mayor regarding background checks of potential renters for landlords. Copies of the letter were given to members of Council. Ms. Stubbs argued some of Mr. Winter's points and would like for this to be looked into further. Chief Smith said he spoke to the people at Criminal Justice and they explained this service cannot be provided to landlords by the Police Department without an investigation on that particular individual. Attorney Richard Spoor explained if a landlord wishes to have access to a potential renters past, he may be able to perform a credit check which may show past criminal activity. Mr. Spoor went on to say this type of check may show discrimination toward renters in that it does not require the same type of check for potential home buyers. Ms. Stubbs stated she only thought the information would be



useful for the Police Department to know if a convicted criminal was moving into the city. Mr. Spoor said after a certain number of runs made to the resident by the police, the landlords could be charged. This may prompt landlords to take it upon themselves to check up on potential renters. Chief Smith elaborated on this by stating once his department is called to a residence, they can then run their social security number and let the landlord know if their renter has a criminal background. Ms. Stubbs asked if the attorneys could look into other ways in which to inform the city of criminals moving into the neighborhood.

Leaf pick-up is still ongoing and may continue into next week.

B. Infrastructure Committee- No report

Mr. Ryan thanked Dennis and the Eaton Company for the nice job done with the milling and paving of Amsterdam Road.

C. Public Safety/Personnel Committee – No report

Mr. Brunner would like to schedule a meeting with the committee to discuss the personnel policy, which Dean Spoor should have ready this week. The city clerk will e-mail Council when price quotes come back from the city's insurance agent to schedule a meeting.

V. Mayor's Group Report – No report

VI. Mayor's Update

The Mayor discussed a letter from Mr. Gary Edmondson regarding the collection of occupational licenses. It stated that many occupational licenses are not being paid. The letter outlined a new system that would be implemented to ensure that fees are paid or the businesses will be forced to discontinue.

Mayor Hellmann commented on the letter sent by Mr. Matt Stubbs of Locust Street. Mr. Stubbs thanked the city and contractors for the fine job that was done on the retaining wall on his street.

VII. Delegations Discussions

A. Tree Board – No report

B. Municipal Government League - No report

C. Northern KY Area Planning Council – No report

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

E. Telecommunications Board of Northern KY

Mr. Hollenkamp informed Council of Insight's desire to move their facilities to a centralized location in Boone County. This has Covington upset since the tax revenue generated by franchise fees will no longer come to them. This could also affect Park Hills as 40% of the city's franchise revenue comes from Covington. Covington has

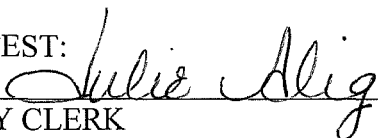
Caucus Meeting  
November 24, 2003  
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told Insight they will go with another provider if the facility is moved. Mr. Hollenkamp will keep Council informed of any additional information.

F. OKI Oversight Committee – No report

VIII. 8:31 Motion to adjourn from Caucus Meeting made by Mr. Brunner

  
MAYOR MICHAEL J. HELLMANN

ATTEST:   
CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 8, 2003, AT 7:30 P.M. IN THE CITY BUILDING WITH MAYOR MICHAEL HELLMANN PRESIDING. COUNCIL MEMBERS PRESENT: FRED BRUNNER, ANGIE FINKE, DREW HOLLENKAMP, STEVE RYAN, EVELYN STUBBS AND TED WORLAND. ALSO PRESENT: ATTORNEY ROBERT WINTER, JAY BAYER AND ED JODY.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES: Motion for approval of November 10 and November 24, 2003 minutes made by Mr. Ryan; second by Mr. Worland and motion carried.

#### I. Petitioners

Several residents, including Mr. Richard Abel, from Locust Street were present at the meeting. Mr. Abel voiced his concern regarding the house next to his. He states the home has been in terrible condition for about two years. The windows are boarded up, but he claims some openings exist for animals to enter. He also claims there is water damage on the inside and that he has seen teenagers going in and out of the building. He questioned Mr. Jody on why a home in this condition is allowed to remain. Mr. Jody replied as long as the windows are boarded and the outside is maintained, there is nothing the city can legally do to have the property sold or renovated. Mr. Winter stated having windows or doors open is a violation that can be addressed. Mr. Jody will look over the property to make sure it is in compliance, if not, a letter will be sent to the owner. Mr. Able asked if there is a time limit to how long a house can remain boarded up. Mayor Hellmann said he would check the ordinance. He said he would keep Ms. Stubbs informed also so that she can relay information to her neighbors.

Another resident was concerned about dead trees near the "landslide property". She states the trees are in danger of falling onto power lines. Dennis will have the city's tree cutter look at them to see if they need to come down.

Residents asked if a natural run off could be established to eliminate damage that they state is being caused by water running onto their properties due to the landslide. This will also be looked into.

II. Municipal Order No. 6, 2003 appointing tree board members was read by Mayor Hellmann. Motion to pass order made by Mr. Ryan; second by Mr. Worland and motion carried.

#### III. Department Reports

A. Police Department – Mr. Worland made a motion for approval of the November report; second by Mr. Hollenkamp and motion carried. Mr. Brunner stated he would like to discuss the results of the questionnaire sent out by Chief Smith to Council, when they

are received, at an upcoming Caucus Meeting. Mr. Brunner voiced his approval regarding the new format of the Police Report. The report is not as lengthy as in the past, but still provides adequate information. Chief Smith relayed to Council, if they have any questions that are not answered in the report, they may feel free to contact him. Mr. Brunner asked Chief Smith if outstanding citations could be listed in the report and how long they have been outstanding. The Chief stated he would do this beginning with his January report. Chief Smith went on to explain the process his office takes in collecting outstanding citation fees.

B. Fire/EMS – Mr. Brunner made a motion for approval of the November report; second by Mr. Worland and motion carried. Chief Amend was not present at the meeting. Mr. Worland asked about the status of the grant money that was awarded to the Fire Department. Mayor Hellmann stated a set of specifications for the SCBA will be put out to bid. Work will also begin soon to repair the water damage in the Fire Department.

C. Building Inspector/Zoning Administrator – Mr. Brunner made a motion for approval of the November report; second by Mr. Ryan and motion carried. There are two lots for sale by the city on Cecelia Avenue. The house that sits on one of the lots will have to be demolished. Mr. Ryan asked if Mr. Jody could provide Council with a listing of new homes and remodeling projects completed by residents during the past year. The city clerk can gather this information for Council.

D. Public Works Department – Mr. Brunner made a motion for approval of November report; second by Mr. Worland and motion carried. Mr. Finke stated he will draft a letter to be sent to residents who need to make repairs or replacements of their sidewalks. The letter will follow the guidelines of the ordinance, which is very clear. Mr. Finke will mark the areas in need of repair or replacement with a small dot of paint. Mr. Hollenkamp asked if the city would receive a discount on the price of leaf pick-up due to the delay. Mr. Finke explained they have not increased their price for years and he did not favor the idea of asking for a discount. Mayor Hellmann also said there is nothing in the contract that specifies a time line.

E. City Engineer – Mr. Brunner made a motion for approval of November report; second by Mr. Ryan and motion carried. The final punchlist for Cecelia Avenue is being worked on. Mr. Bayer said the work on the Hamilton wall will begin in the spring. Mr. Bayer passed out forms to Council from the Sanitation District, which may enable the city to receive funding for some of its storm water improvements. Much depends on the number of residents affected by the water problems and if there is a health risk involved. Mr. Bayer would like for the city to submit a completed form to the District in hopes that some funding will be provided to Park Hills. Mr. Brunner asked if this would apply to the water that comes from Covington into Miller's Pond. Residents located around the pond experience water problems. Mr. Ryan stated the rules for funds may require the

city in question to be the applicant, but that Covington could possibly apply for funds to have that problem corrected. Mr. Ryan went on to say the list of drainage problem streets has not yet been prioritized. Mr. Kuchle asked whether Harriet and Coram Streets were on the list. Mr. Ryan explained these streets are not seeing significant damage as some of the other streets on the list. Mr. Finke relayed to Council that the Sanitation District is scheduled to come the following day to check on the pipes that run from St. Agnes to see if there is a leak causing water to run into the backyards of 811 and 813 St. James Avenue.

Mayor Hellmann told Council the lease fund money is about \$9,000 short for renovating the clerk's office. He asked Council to consider using money from the reserve fund to renovate the office or put the project on hold until next year.

#### F. Finance Department

I. Mr. Brunner made a motion for approval of November Financial reports; second by Mr. Hollenkamp and motion carried.

II. Motion to pay the Municipal Road Aid Fund invoices in the amount of \$3,058.50 and the Road Tax Fund invoices in the amount of \$60,244.82 made by Mr. Ryan; second by Mr. Brunner. Roll call: All ayes

#### IV. Old Business

Ft. Mitchell will be accepting bids for their old city sign. Mayor Hellmann expressed a desire to bid so that the sign could be used to relay upcoming events to the city's residents. The Mayor asked Council if they would be interested in bidding for the sign, which would be due by December 22, 2003. The money would come out of the reserve fund. Council will enter executive session to discuss the bid.

#### V. New Business

Mr. Ryan informed Council about the Enhancement Grant Program and his desire to apply for it. There is a 10% match required by the city and those eligible for grants will probably be announced in September or October of next year.

Emergency Ordinance No. 10, 2003 read by Attorney Robert Winter. Motion to accept ordinance made by Mr. Ryan; second by Mr. Brunner and motion carried. The purpose of this ordinance is to allow the city to charge a nominal fee for health care coverage. This would allow an employee to opt out of coverage if he or she desires. Details of this ordinance will be discussed at a meeting to be scheduled between the Committee and the city's insurance agent.

## VI. Committee Reports

A. Community Environmental Committee – Ms. Stubbs placed a call to Carol Bethel regarding a beautification award. Ms. Bethel said she would e-mail some of the key people on the committee to see if the city could possibly work with them in presenting this award or take over the project if the committee would like for them to do so.

B. Public Safety/Personnel Committee – No report  
A meeting will be scheduled between the committee and the city's insurance agent as soon as information regarding the city's insurance is received.

C. Infrastructure Committee – No report

D. Mayors' Group Report – No report  
Mayor's Group to meet at River's Breeze in Ludlow on Saturday.

E. Mayors' Update  
Mayor Hellmann would like department heads to begin preparing their 2004-2005 budgets and have them ready by February.

## VII. Delegations

A. Tree Board: No report

B. Municipal Government League: No report

C. Northern Ky. Area Planning Commission: No report

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

E. Telecommunications Board of Northern Ky.: No report.  
Next meeting is scheduled for Wednesday.

F. OKI Oversight Committee: No report.

8:35 Motion to enter executive session to discuss the sign bid and litigations made by Mr. Brunner; second by Mr. Ryan and motion carried.

9:00 Motion to adjourn from executive session and allow Mayor Hellmann to enter a bid to the City of Ft. Mitchell for their sign, made by Mr. Ryan; second by Mr. Worland and motion carried.

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VIII. Adjournment  
9:00 Motion for adjournment made by Mr. Brunner.

  
MAYOR MICHAEL J. HELLMANN

ATTEST:  
  
CITY CLERK