

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, JANUARY 14, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING.
COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, ROBERT WINTER AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the November 12, 2012 was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously. Motion to approve the December 27, 2012 minutes was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

Three bids came in for the 1999 Dump Truck for sale by the city.

Lonkard Construction - \$13,051.63

Jerry R. Turner - \$17,250.00

Vittion Tree Service - \$13,011.99

Motion to accept Mr. Turner's bid of \$17,250.00 was made by Ms. Zembrodt; second by Mr. O'Hara and motion carried unanimously.

I. Petitioners

A. Mr. Richard Frommeyer with American Legal was present at the meeting to discuss his company's codification services. They would look over our Ordinances and do a legal review. They would do a State and Federal Law and site check on our current Ordinances. Their services would include:

- 1) They would act as an assistant to the attorney.
- 2) Update books and build an index for codes; could print copies and place online for search and retrieval. The code could be updated as often as we like; most update annually.
- 3) Grants may be obtained through the KY Department of Libraries and Archives. They are 100% paid grants. The grant does not include software or updates. If a grant is not obtained, American Legal will allow for two year budgeting.

Mr. Frommeyer stated he could provide the city with a model Ordinance.

The total cost would be \$7,600 and an annual fee of \$450 to keep online and update.

The Mayor stated Council would discuss and get back with him.

B. Ms. Jenna Haverkos, with the NKAPC, was present at the meeting to discuss the Kenton County Comprehension Planning Guide. She would like each jurisdiction to approve goals and objectives. She asked Council to keep in mind that these goals and objectives are not regulation and are targeted to encompass the diverse needs of the county and not just cities. She wants Council to look over the handouts she gave and make sure the city is satisfied with it before she takes it to the county. She would like to

have a draft of any changes, deletions, additions, etc. to the KCPC by April. She asked if Council could please notify her of any changes by February 28th. Once the KCPC makes its recommendations, there is a 90 day window for jurisdictions to act. If no action is made, the KCPC recommendations will prevail. Ms. Zembrodt suggested discussing this at a Committee Meeting. Ms. Haverkos asked someone to contact her regarding a date and time.

7:32 Motion to enter into executive session to discuss personnel issues as falls under KRS 61.810 (i)(f) was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

7:41 Motion to exit executive session and resume regular meeting with no action taken during executive session was made by Mr. O'Hara; second by Mr. Fangman and motion carried unanimously.

The Mayor read Regis Huth's resignation letter. Effective today, Mr. Huth will no longer be the fire chief for Park Hills.

II. Resolution No. 1, 2013 appointing John Scott Rigney as the new fire chief was read by Mayor Catchen. Motion to accept Resolution was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously. Mr. Rigney was sworn in by Mayor Catchen.

III. Resolution No. 2, 2013 appointing Randy Newsome as a part time police officer was read by Mayor Catchen. Motion to accept Resolution was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously. Mr. Newsome was sworn in by Mayor Catchen.

IV. Municipal Order No. 1, 2013 appointing William Blair as the new Traffic Hearing Officer was read by Mayor Catchen. Motion to accept Order was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously. Mr. Blair was sworn in by Mayor Catchen.

V. Department Reports

A. Police Department

Chief Stanley stated there was a burglary at the old Park Hills Elementary School. Sgt. Webster led the investigation and a suspect was charged. Some of the property was recovered.

Chief Stanley presented Sergeant Richard Webster with an Outstanding Service Award for 2012 for all the hard work he has done investigating current and cold cases. Sergeant Webster acknowledges Chris Huebener for her help and for working with him to make sure everything is done correctly.

B. Fire Department

Chief Rigney stated there was some property damage from a fire which occurred on New Years' Eve from an improperly installed stove. Chief Rigney went on to thank the Mayor and Council for the opportunity to serve as the city's fire chief. He looks forward to his new duties and says it is a pleasure to work in Park Hills. Chief Rigney first started with the Park Hills Fire Department in 1988.

C. Public Works

Mr. Finke welcomed Mr. Elkins as the newest member of Council. Mr. Finke asked Mr. Winter the status of the benches along Dixie Highway. Mr. Winter responded the benches could be removed.

D. City Engineer

Mr. Bayer stated the work on Exter Drive is primarily complete. A second pay request has been received from Michels and has been provided to Council for their approval. Mayor Catchen said he would like to have Harriet, Coram and Alhambra done at the same time work is being done on Old State Road. Hamilton Road was recently looked at by Thelen and they should have a report soon. Mr. Bayer e-mailed Council and Mayor a general description of what the grant funds of \$300,000 may be used for. Right now, there is no other update regarding the grant.

E. Finance Department

Motion to accept the financial reports from November was made by Mr. O'Hara; second by Mr. Fangman and motion carried unanimously. Motion to accept the financial reports from December was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

Motion to pay the Municipal Road Aid invoice in the amount of \$250.00 was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes

Motion to pay Vehicle Fee invoice in the amount of \$248.20 was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

Motion to pay the Road Tax Fund invoice in the amount of \$114,463.22 was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes

VI. Committee Discussions

Council members were assigned to committees.

A. Infrastructure and Public Works

Chair: Skip Fangman. Members: Greg Claypole and Kathy Zembrodt

B. Economic Development – No report

Chair: Monty O'Hara. Members: Steve Elkins and Kathy Zembrodt

C. Communications Committee – No report

Chair: Pamela Spoor. Members: Steve Elkins and Monty O'Hara

D. Parks, Beautification and Recreation Committee – No report
Chair: Pamela Spoor. Members: Greg Claypole and Kathy Zembrodt

E. Historic Preservation Committee – No report
Chair: Pamela Spoor. Members: Skip Fangman and Monty O'Hara

F. Personnel Committee – No report
Chair: Skip Fangman. Members: Steve Elkins and Pamela Spoor

G. Mayor's Group Report
The next Mayor's Group Meeting is scheduled for Saturday, January 19 at 9:00 a.m. at the Crescent Springs City Building located at 739 Buttermilk Pike. The Mayor, Mr. Fangman and Mr. O'Hara plan to attend. Ms. Zembrodt may attend.

H. Mayor's Update
Mayor Catchen reminded Council that the previous Council under former Mayor Hellmann gave the Mayor permission to sell the property the city purchased on lower Amsterdam and Montague Roads. Mayor Catchen is asking the new Council to give him permission to list the properties. Motion to engage a broker to list properties was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

VII. Old Business – None

VIII. New Business
Motion to pay the City of Erlanger \$7,507.00 for Park Hills' proportionate share of the operating deficit incurred by Erlanger to provide emergency dispatch was made by Mr. O'Hara; second by Mr. Elkins. Roll call: all ayes.

V. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – No report

Bellevue physician, Dr. Jeremy Engles, will be present at the next meeting to discuss the growing heroin problem in our community.

C. Northern KY Area Planning Commission – No report

D. Telecommunications Board of N. KY – No report

E. Northern KY Area Development District – No report

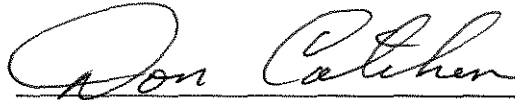
F. Code Enforcement Board

Next meeting scheduled for Tuesday, January 15th at 7:00 p.m.

At the last meeting, 7 orders were entered. The property at 1121 Exter was fined \$500 and the property at 1126 Exter was fined \$1,200.


8:42 Motion to adjourn from Business Meeting was made by Mr. Elkins; second by Mr. O'Hara and motion carried unanimously.

Business Meeting
January 14, 2013
Page 5



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, FEBRUARY 11, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING.
COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ABSENT: GREG CLAYPOLE
ALSO PRESENT: CITY ATTORNEY, ROBERT WINTER AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the January 14, 2013 meeting minutes was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Ms. Gabrielle Summe and Ms. Theresa Reilly with the Kenton County Clerk's Office were present at the meeting to discuss auto tag fees. Ms. Summe explained how the County could take over the selling of the city's auto tags. They currently collect fees for seven other cities. Residents would pay their fee at the same time they register their vehicles during their birth month. The County would collect \$1.00 for each sale. The County would send the city a payment every month along with a spreadsheet showing who has paid and who has not. It would be up to the city to send out notices of collection for those who did not pay. Ms. Summe stated the County can begin collecting these fees immediately if that is what Council decides. Ms. Spoor likes the idea of not having to deal with the actual tags where Mr. O'Hara stated he likes the idea of the tag as a form of identification. Council feels more discussion is needed and will talk more on how to make the transition if Council decides to move forward with the County.

B. Mr. Ted McEntee was present at the meeting to discuss the possible toll that may be charged to help pay for a new bridge to replace the existing Brent Spence Bridge. Mr. McEntee believes it is the responsibility of the Federal Government to provide funding for the upkeep/replacement of highways and bridges. He does not think it is fair to charge Kentucky drivers a possible \$1.00 to \$4.00 toll to cross over to Cincinnati. He stated the Tea Party is asking local cities to pass a Resolution opposing tolls. Ms. Spoor stated she would support such a Resolution and thanked Mr. McEntee for coming.

C. Mr. John Schaffstein was present at the meeting to relay to Mayor and Council his interest in purchasing the Den Lou Motel located at 1430 Dixie Highway. His plans include storage units and a small restaurant. He is asking Council to consider a zone change so that he would be able to follow through with his plans. He would keep the same building but gut it and add landscaping to make it look new. After purchasing the property, Mr. Schaffstein stated he would put another \$100,000 into the property. He would include a state of the art security system. He is looking to have 30 to 40 twelve foot by twenty-two foot units with roll up doors. Mr. Fangman told Mr. Schaffstein that even if Council approved the zone change, it would still need to be approved by the

NKAPC. Mr. Schaffstein stated the NKAPC gave him a very warm reception when he presented his plan to them. Council advised Mr. Schaffstein to meet again with the NKAPC to make sure he has everything in order that he needs to proceed.

II. First Reading; Ordinance No. 1, 2013 appointing a Mayor Pro-Tem was read by Attorney Robert Winter. It was the general consensus of Council to insert L.F. "Skip" Fangman's name into the Ordinance for second reading.

III. Resolution No. 3, 2013 supporting reforms to the County Employee Retirement System (CERS) was read in summary by Attorney Robert Winter. Motion to accept Resolution was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

IV. Executive Order No. 1, 2013 listing members of City Council Standing Committees was read by Mayor Catchen

V. Department Reports

A. Police Department

Chief Stanley stated the department had 637 business checks and 76 traffic stops last month. Out of a total of 1,217 calls, 316 were from Bromley. Detective Webster is conducting several investigations. A stolen car from Jackson Road was recovered and he is also working on the Gate Way burglary case. Mayor Catchen read a letter from the Mayor of Bromley commending the Park Hills Police Department on the fine job they are doing covering their city. Motion to approve the Police Department's report was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

B. Fire Department

Chief Rigney stated fire hydrants will be checked during the cold weather to make sure they do not freeze up. He went on to inform Council the department has applied for another grant for the purchase of a Cascade System. The grant is a \$15,000 grant with a 5% match. Chief Rigney stated the department has two new recruits. One is a former volunteer from the City of Dayton. The other is an EMT. Motion to approve the Fire Department's report was made by Mr. Elkins; second by Mr. Fangman and motion carried unanimously.

C. Public Works

Mr. Finke was not present at the meeting

D. City Engineer

Mr. Bayer stated the work on Exter Drive is primarily complete. The city and SD1 have prepared punch lists for Paul Michels & Sons in order to close out the project.

A meeting regarding the Old State/North Arlington to Terrace Improvements was held on February 6th with SD1 and representatives of the Park Hills Infrastructure Committee along with Mr. Bayer. SD1 agreed to a 50/50 match subject to the approval of their budget beginning on July 1st.

The agreement between the city and the Kentucky Transportation Cabinet has been signed and sent. The signed Resolution will be sent also.

Discussion regarding the possible uses for the grant followed.

Motion to approve the engineer's report was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

E. Finance Department

Motion to accept the financial reports from January was made by Mr. Fangman; second by Mr. O'Hara and motion carried unanimously.

Motion to pay the Municipal Road Aid invoices in the amount of \$1,598.75 was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes

Motion to pay Vehicle Fee invoice in the amount of \$210.00 was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

VI. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman scheduled a committee meeting for Monday, February 25th at 8:00 p.m.

B. Economic Development – Monty O'Hara

Mr. O'Hara scheduled a committee meeting for Monday, February 25th at 7:00 p.m.

Ms. Zembrodt stated Ms. Jenna Haverkos, with the NKAPC, would also like to meet with the committee to discuss the city's plans and goals.

C. Communications Committee – Pamela Spoor

Ms. Spoor is planning to send out the next quarterly city newsletter and is asking anyone who would like an article in the newsletter to please have it to her by March 1st. She would also like to update the website photos and invest in a cloth table skirt and city sign for the tables during Council Meetings.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated there were a number of trees donated by her, Skip Fangman, William Korte, Jack Loos and Mike Conway for the park. Mr. Loos made memorial stones for the bases of the trees for those who would like one to remember a loved one.

Ms. Spoor states the committee is also working on a passive green space on the south side of Dixie Highway at the end of Mt. Allen Road.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman

Mr. Fangman scheduled a committee meeting for Monday, February 25th at 6:30 p.m.

G. Mayor's Group Report

The next Mayor's Group Meeting is scheduled for Saturday, February 16th at 9:00 a.m. at the Independence Senior Center. Ms. Spoor, Mr. Fangman and the city attorney plan to attend.

H. Mayor's Update – None

VII. Old Business

Ms. Spoor asked Council to look over the handout she gave regarding setting up reserve funds for all the departments as an incentive for department heads to save money.

VIII. New Business – None

V. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – No report

Mr. O'Hara stated he, along with Mr. Claypole and Ms. Zembrodt, attended the last meeting and found the discussion regarding the heroin epidemic very informative.

C. Northern KY Area Planning Commission

Mayor Catchen stated the Commission elected its new officers and board members

D. Telecommunications Board of N. KY – No report

E. Northern KY Area Development District – No report

F. Code Enforcement Board

Next meeting scheduled for Tuesday, February 19th at 7:00 p.m.

There were several items on the docket. The owner of 1005 Altavia Avenue abated their violations and no penalty fees were imposed.

The property at 1430 Dixie Highway has been deferred until March.


Penalties were imposed on the property owners of 1010 Amsterdam and 1126 Exter Drive.

9:07 Motion to adjourn from Business Meeting was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON MONDAY, FEBRUARY 25, 2013, AT 6:00 P.M. AT THE PARK HILLS CITY BUILDING, 1106 AMSTERDAM ROAD WITH MAYOR DON CATCHEN PRESIDING. COUNCIL MEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, SKIP FANGMAN AND STEVE ELKINS
MONTY O'HARA ARRIVED AT 6:20
ALSO PRESENT: CITY ATTORNEY ROBERT WINTER

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Mr. Don Stegman was present at the meeting to discuss his plan to put a shaved ice stand in a parking area of Covington Catholic High School. He gave everyone a handout with a description of his business called Tropical Snow. He would like to have the stand there from May through August. A small courtyard would be installed for a seating area. The business would require a text amendment to the Neighborhood Commercial zone. Discussion followed regarding electrical issues, lighting, setbacks and entrances and exits.

I. First Reading; Ordinance No. 2, 2013; Propose a text amendment to the Neighborhood Commercial (NC) Zone.

As Council read through the Ordinance, several asked for changes to be made.

Section A: Change wording regarding setbacks

Section C: Strike out "parking areas"

Section F: Take out the words "solid" and "berms"

Section G: Strike out "shaved ice products"

Changes were also made to remove "drive in" and "drive through"

II. First Reading; Ordinance No. 3, 2013 amending the Personnel Policies' definition of a full-time employee was skipped.

III. Resolution No. 4, 2013 authorizing the Mayor to enter into an agreement with regard to the Dixie Highway Streetscape Grant was read in summary by Attorney Robert Winter. Motion to accept Resolution was made by Mr. O'Hara; second by Ms. Spoor. Roll call: all ayes

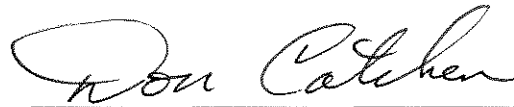
IV. Resolution No. 5, 2013 opposing relinquishment of state and federal responsibility for replacement of the Brent Spence Bridge was read in summary by Attorney Robert Winter. Motion to accept Resolution was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

V. The city received an invoice from the City of Erlanger in the amount of \$5,386 for its proportionate share of the operating deficit incurred by the City of Erlanger to provide emergency dispatch services to the 12 cities that are party to the inter-local agreement entered into in 2008.

Ms. Zembrodt motioned to hold off paying the invoice until further research is done; second by Ms. Spoor and motion carried unanimously.

Motion to send notification of changes made to Ordinance No. 2, 2013 to the NKAPC was made by Ms. Zembrodt; second by Mr. Claypole and motion carried unanimously.

7:44 Motion to adjourn from Special Meeting was made by Mr. O'Hara; second by Ms. Spoor and motion carried unanimously.



MAYOR, DON CATCHEN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, MARCH 11, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, STEVE ELKINS, GREG CLAYPOLE AND MONTY O'HARA
ABSENT: CITY ATTORNEY, ROBERT WINTER
ALSO PRESENT: AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the February 11, 20103 meeting minutes was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously. Motion to approve the February 25, 2013 meeting minutes was made by Mr. Elkins; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

A. Mr. John Chamberlin, with Van Gorder Walker & Co., was present at the meeting to go over the 2011 – 2012 audit. Mr. Chamberlin encouraged Council to read the Management's Discussion and Analysis carefully and to contact him should they have any questions. The entire audit can be viewed at the city building and on the city's website.

II. Second Reading; Ordinance No. 1, 2013 appointing L.F. "Skip" Fangman as Mayor Pro-Tem was read by Mayor Catchen. Motion to adopt Ordinance was made by Mr. Claypole; second by Ms. Spoor and motion carried unanimously.

III. First Reading; Ordinance No. 4, 2013 setting up department reserve funds was read in summary by Ms. Spoor.

IV. Department Reports

A. Police Department

Chief Stanley stated that as of March 1, 2013, Park Hills switched its dispatch service to Kenton County. So far, he states, there have been no major problems. Chief Stanley apologized for not having his monthly summary for Council. He went on to say, out of 15 cases, Detective Webster has cleared eight including four burglaries, two domestics, one overdose and the recovery of a trailer stolen from Complete Appliance. A dolly belonging to the company next to Complete Appliance was also recovered; it was never reported missing.

Mr. Elkins asked the Chief what will be done regarding the graffiti on the Den Lou, the bus stop and the back of a street sign. Chief Stanley stated he would start with the Gateway School and talk with the teachers of the students who attend there.

B. Fire Department

Chief Rigney stated he has also not encountered any major issues with regards to the new dispatch service through the County. The fire department did all of their radio reprogramming themselves at no cost to the city. The Chief went on to relay to Council the award of a \$15,000.00 FEMA grant to the department for a new cascade system. The cost to the fire department will be \$750.00.

C. Public Works

Council commended Mr. Finke on the great job he did with the snow removal.

D. City Engineer

Mr. Bayer stated the city and SD1 has prepared a punch list for Paul Michels and Sons in order to close out the Exter Drive project.

A meeting regarding the Old State/North Arlington to Terrace Improvements was held on February 6th with SD1 and representatives of the Park Hills Infrastructure Committee along with Mr. Bayer. Since the meeting, SD1 has provided detailed information on the location and condition of the sanitary lines and laterals where possible. Bayer Becker has updated the plans based on these conditions and is requesting that SD1 replace a portion of the sanitary line for the project. The Water District wants to replace water lines and communication is also taking place with Duke Energy with regards to the poles. The goal for construction is to start in the spring.

The agreement was sent by the Kentucky Transportation Cabinet in Frankfort to the city for signature and approval by Resolution regarding the Dixie Highway grant.

The Cleveland, Jackson and Terrace project has been finalized and a letter was sent from Bayer Becker recommending payment for the retainage to Michels Construction.

Ms. Spoor asked if anymore thought was given to putting a sidewalk on South Arlington.

Mr. Fangman stated there could be problems with the poles on the street and there doesn't seem to be much in the way of grants right now to take on such a project.

E. Finance Department

Motion to accept the financial reports from February was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

Motion to pay the Municipal Road Aid invoices in the amount of \$13,757.82 was made by Mr. O'Hara; second by Mr. Fangman. Roll call: all ayes

Motion to pay Road Tax invoice in the amount of \$11,107.21 was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes.

V. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. O'Hara inquired about where the slippage is on Hamilton Road. Mr. Finke responded the slippage was near Arlington Road. Mr. Fangman replied he would like to see the Hamilton situation addressed immediately. Mr. Fangman would like to see the Mayor sign a contract with Thelen to do the geo-tech work on Hamilton. The cost to the city would be \$14,100; Thelen would handle bids and advertising.

Jay Bayer introduced a new engineer with the firm. Mr. Mark Menninger lives on Rosemont Avenue with his fiancé.

Mr. Fangman reminded Council that the first Senior Center get together would take place on Thursday, March 21st from 11:00 a.m. to 3:00 p.m. at the Griffin Center. Mr. Fangman asked for the support of Council in starting the center. No city funds will be used for the Center. Council agreed the Senior Center would have their full support and blessing.

Mr. Fangman scheduled an Infrastructure Meeting for Monday, March 25th beginning at 7:00 p.m. followed by a Personnel Committee Meeting at 8:00 p.m. The meetings will take place in the city building.

B. Economic Development – Monty O’Hara

Mr. O’Hara would like to meet with the members of the Business Association to discuss some of the upcoming plans to the Dixie Highway. Mr. Fangman stated Mr. Stamm would be happy to meet with the committee and also send notice of meeting to the other members and businesses.

Mr. O’Hara stated he is not in favor of having all of the Dixie Highway under the same zone and would like to change some of the language regarding “drive in” and “drive through”. He would like to give businesses an incentive to stay, or open, here. He would also like to meet with Covington to find out what their plans are for Dixie Highway. Mr. O’Hara asked why the lot in front of Covington Catholic High School was sold back to the school. Mr. Fangman explained the Bishop said no building would be erected in front of the school but that the left lot could be used for parking for any business that went up on the other lot.

C. Communications Committee – Pamela Spoor

Ms. Spoor purchased new table skirts for Council Meetings and is also going to purchase a banner with the city’s name on it. She asked for Council to expense \$71.00 to purchase the 3’ x 5’ banner. Motion to approve the expenditure was made by Mr. Claypole; second by Mr. Elkins. Roll call: all ayes

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated the committee is continuing to look into a passive green space on the south side of Dixie Highway at the end of Mt. Allen Road.

E. Historic Preservation Committee – Pamela Spoor

Mayor Catchen gave Ms. Spoor permission to use the bookcase in his office for the display of historical items.

F. Personnel Committee – Skip Fangman

Members of the Committee received a copy of the Personnel and Employment Matters from the Kentucky League of Cities City Officials Legal Handbook.

G. Mayor’s Group Report

Business Meeting

March 11, 2013

Page 4

Mr. Fangman commented that at the last Mayor's Meeting there were people speaking who represented several different groups; not much accomplished as far as Mayors' issues. Ms. Zembrodt commented there was a lot of talk regarding bridge tolls. The next Mayor's Group Meeting is scheduled for Saturday, March 16th at 9:00 a.m. at the Edgewood Senior Center. Mr. Fangman plans to attend; Mr. O'Hara may attend.

H. Mayor's Update – None

VI. Old Business

Ms. Spoor asked that the vehicle fee be turned back over to the County. She had a conversation with Mr. Billy Finke who stated his mother, who is older, was unaware of the tags and received a citation. Ms. Spoor believes it would be easier on residents if they could pay the fee at the same time they register their vehicles at the County Building.

VII. New Business

A motion was made by Mr. Fangman to approve the following 2013 Civic Association events:

Easter egg hunt: Saturday, March 23rd (rain date March 30th)

Memorial Day Parade: May 27th

Pumpkin Parade: October 27th

Breakfast with Santa: December 7th

Christmas in the Park: December 15th

Second by Mr. Claypole and motion carried unanimously.

Mr. Claypole made a motion to not allow an additional Easter egg hunt which was to be sponsored by the Seven Hills Church due to liability issues; second by Mr. Fangman and motion carried unanimously.

VIII. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – No report

Mr. O'Hara stated the meeting scheduled for March 21st has been postponed due to the conflict with the Northern Kentucky Convention Berea's meeting that same evening. Tentative scheduled dates are March 28th or April 4th.

C. Northern KY Area Planning Commission – No report

D. Telecommunications Board of N. KY – No report

E. Northern KY Area Development District

Ms. Zembrodt stated she, along with Mr. Claypole, met with Ms. Jenna Haverkos with the NKAPC at Reality Tuesday Café to discuss the 2030 Vision Plan.

F. Code Enforcement Board

Next meeting scheduled for Tuesday, March 19th at 7:00 p.m.

Mr. Winter was not present to give a report

Business Meeting
March 11, 2013
Page 5

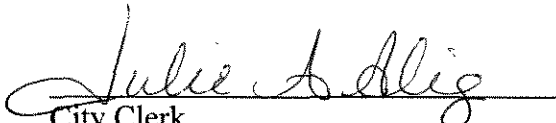
Mayor Catchen stated he would like to hold a future Council Meeting at Saint Joseph Heights so that the nuns would be able to attend. Council was fine with holding a meeting there.

8:45 Motion to adjourn from Business Meeting was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, APRIL 8, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE AND MONTY O'HARA
ABSENT: CITY ATTORNEY, ROBERT WINTER AND COUNCIL MAN STEVE ELKINS
ALSO PRESENT: AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the March 11, 20103 meeting minutes with changes made to page 2 was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Senator Chris McDaniel was present at the meeting to update Council on bills presented in Frankfort. Council received a handout describing the legislation. Ms. Spoor thanked the Senator for taking time to talk with Council.

B. Ms. Sharon Dickman was present at the meeting to discuss the upkeep by the city for portions of Far Hills Drive and Cedar Ridge Lane. After Ms. Dickman's husband passed away two years ago, she and her daughter took over the business and have invested about \$300,000 thus far in upkeep. She is asking for the help of the city to maintain the streets. She stated, according to a plat she has seen, Cedar Ridge is a dedicated street. Ms. Zembrodt responded by saying she looked through the minutes and that Mr. Lawrence Dickman had, at one time, asked that the street be dedicated. Certain requirements had to be met before that could become a reality. Nothing has been found showing the street as dedicated. Ms. Spoor went on to say there was nothing as far as an Ordinance or Resolution showing the street to be dedicated. Ms. Spoor asked Ms. Dickman to have Mr. Berling bring documentation, if he has it, to show where the street was dedicated.
Mr. Fangman stated he would do more research and thanked Ms. Dickman for attending the meeting.

C. Mr. Mike Conway was present at the meeting to discuss an upcoming tree project he would like to implement. He passed out his "Plant a tree in your lawn" handout describing how residents of Park Hills could receive a tree to be planted in their yard. He would like to plant 25 trees this fall. Although the trees are free, Mr. Conway stated the Board is asking for a \$100 donation to cover one half the cost of the tree. Motion to endorse Mr. Conway's program was made by Mr. Fangman; second by Mr. Claypole and motion carried.

II. Second Reading; Ordinance No. 4, 2013 regarding department reserve funds was read in summary by Attorney Robert Winter. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

III. First Reading; Ordinance No. 5, 2013; Turning the vehicle fee collection over to Kenton County was read in summary by Attorney Robert Winter.

IV. Resolution No. 5, 2013; Kentucky Office of Homeland Security Project was read in summary by Attorney Robert Winter. Motion to accept Resolution was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

V. Department Reports

A. Police Department

Chief Stanley asked Council to consider amending the Ordinance regarding the parking of certain vehicles on city streets. There is currently a white limousine parked on a street which is bothersome to some of the neighbors. Although there is an Ordinance banning certain types of vehicles from parking on the streets, there is not one which addresses limousines.

Chief Stanley would also like to look into an Ordinance which would penalize landlords for bad tenants.

The Chief stated he is looking into possibly purchasing a new Durango as the Trailblazer will soon be out of commission.

Motion to accept the police department's report was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

B. Fire Department

Chief Rigney stated the department will be doing hydrant flushing this week. His report was passed on to Council on Friday. Motion to accept the fire department's report was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

C. Public Works – No report

D. City Engineer

Mr. Bayer stated the city and SD1 has prepared a punch list for Paul Michels and Sons in order to close out the Exter Drive project.

The SD1 will provide an agreement to the city for construction of the sanitary portion of the Old State Road – North Arlington to Terrace improvements. Their work will tentatively begin at the end of the month. The city will advertise for bids to be opened at the end of April.

E. Finance Department

Motion to accept the financial reports from March was made by Ms. Zembrodt; second by Mr. Claypole and motion carried unanimously.

Motion to pay the Municipal Road Aid invoices in the amount of \$10,562.50 was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

Motion to pay Road Tax invoice in the amount of \$ 6,918.02 was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes.

7:09 Motion to enter into executive session to discuss potential litigation was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

7:42 Motion to exit executive session and resume the Regular Council Meeting allowing the city attorney the authority to repetition the court of appeals was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

VI. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman gave a brief update on the Old State Road project. A 415' portion of sanitary sewer and a 6' main between Alhambra and Harriett may need to be replaced. Mr. Fangman stated the next street on the list will be South Arlinton.

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor

Ms. Spoor is waiting on parade information before sending out the newsletter. She asked anyone who would like to contribute an article to please do so.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated volunteers would begin the spring planting. No city funds will be used for the purchase of plants.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – No report

G. Mayor's Group Report

The next meeting is scheduled for Saturday, April 20th at 9:00 a.m. (location TBD)
Mr. Fangman and Mr. O'Hara would like to attend the meeting.

H. Mayor's Update – None

VII. Old Business

Mayor Catchen stated he is still looking into the Erlanger Dispatch Invoices

VIII. New Business

Ms. Spoor would like to discuss funding the department reserve funds and also relayed to Council the Creighton Fund's rate of return went up and should receive twice as much in interest.

VIII. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – No report

C. Northern KY Area Planning Commission – No report


Business Meeting
April 8, 2013
Page 4

D. Telecommunications Board of N. KY – No report
E. Northern KY Area Development District
F. Code Enforcement Board

Next meeting scheduled for Tuesday, April 23rd at 7:00 p.m.

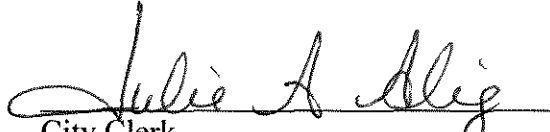
Mayor Catchen stated he would like to hold a Special Meeting on Monday, April 22nd at 6:00 p.m. at the city building

9:18 Motion to adjourn from Business Meeting was made by Mr. O'Hara; second by Ms. Spoor and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE CITY OF PARK HILLS HELD A SPECIAL MEETING ON MONDAY, APRIL, 22, 2013 AT 6:00 P.M. AT THE CITY BUILDING LOCATED AT 1106 AMSTERDAM ROAD, PARK HILLS, KENTUCKY. MAYOR DON CATCHEN PRESIDING. THOSE IN ATTENDANCE WERE COUNCIL MEMEBERS SKIP FANGMAN, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND KATHY ZEMBRODT.

ABSENT: MONTY O'HARA

ALSO PRESENT WAS ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

I. First Reading; Ordinance No. 2, 2013; Proposed text amendment to the Neighborhood Commercial (NC) Zone was read in summary by Attorney Robert Winter

II. Second Reading; Ordinance No. 5, 2013; Turning Vehicle Fee collection over to Kenton County was read in summary by Attorney Robert Winter. Motion to adopt Ordinance No. 5, 2013 with amendments was made by Mr. Elkins; second by Ms. Spoor and motion carried unanimously.

III. First Reading; Ordinance No. 6, 2013; Abolish and repeal Ordinance No. 15, 2013, 2010 regarding compensatory time was read in summary by Attorney Robert Winter. Motion to adopt Ordinance was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

IV. Motion made by Ms. Spoor to fund the department reserve funds out of the Vehicle Fee Fund with the following amounts: Police Department - \$20,000; Administration - \$5,000; and the Fire Department - \$5,000. The Public Works account, already set up, will be changed to the name "Public Works Fund"; second by Ms. Zembrodt and motion carried unanimously.

The bid opening for the Old State Road project will be opened on May 8th at 10:00 a.m. at the city building. Mayor Catchen stated he would like the winning bidder to begin immediately.

6:35 Motion to adjourn from Special Meeting was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE CITY OF PARK HILLS HELD A SPECIAL MEETING ON MONDAY, APRIL, 29, 2013 AT 6:00 P.M. AT THE CITY BUILDING LOCATED AT 1106 AMSTERDAM ROAD, PARK HILLS, KENTUCKY. MAYOR DON CATCHEN PRESIDING. THOSE IN ATTENDANCE WERE COUNCIL MEMEBERS SKIP FANGMAN, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS, MONTY O'HARA AND KATHY ZEMBRODT
ALSO IN ATTENDANCE: ATTORNEY ROBERT WINTER.

Call to Order

Pledge of Allegiance

Roll Call

I. Second Reading; Ordinance No. 2, 2013; Proposed text amendment to the Neighborhood Commercial (NC) Zone was read in summary by Attorney Robert Winter. Motion to adopt Ordinance as read was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

II. Second Reading; Ordinance No. 6, 2013; Abolish and repeal Ordinance No. 15, 2010 regarding compensatory time was read in summary by Attorney Robert Winter. Motion to adopt Ordinance was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

6:07 Motion to adjourn from Special Meeting was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST


City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, MAY 13, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY ROBERT WINTER AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the April 8, 2013 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously. Motion to approve the April 22, 2013 minutes, with amendments, was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously. Motion to approve the April 29, 2013 minutes, with amendments, was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Ms. Kappas was not present at the meeting.

B. Mr. Michael Kamau, 502 St. Joseph Lane, was present at the meeting to voice his concern about an incident between him and the police department. Mr. Kamau claims in late January, he had to go to the hospital for treatment. He says when he returned home, a citation was on his car for expired tags. He says he was told by his doctor to rest so went in his apartment. He states within a couple days, his car was getting ready to be towed away. He states he asked the officer to hold off towing his vehicle and that he would write a check to cover his fees; states he is bleeding and suffering from the flu. He goes on to say, the officer told him he did not take care of the citation and ordered the driver to go ahead and tow Mr. Kamau's vehicle. He states since he did not have a car, he was unable to go to work. With his next paycheck, Mr. Kamau states he paid all of his fines costing him over \$700. He is asking Council if the officer is breaking the laws of the city by not allowing him the allotted seven days, as stated on the back of the citation, to either pay the fine or request a hearing. He would like some answers and states he tried to contact Chief Stanley and Mayor Catchen and did not receive an answer. Mayor Catchen assured Mr. Kamau he would speak to the Chief when he returns to work next Monday and will definitely get back to him.

II. First Reading; Ordinance No. 7, 2013 amending the 2012-2013 budget was read by Attorney Robert Winter.

III. First Reading; Ordinance No. 8, 2013 proposing the 2013-2014 budget was read by Attorney Robert Winter.

IV. First Reading; Ordinance No. 9, 2013 proposing a stop sign at Montague and Gillespie Roads was read in summary by Attorney Robert Winter.

Ms. Spoor stated she spoke with Mr. Larry Klein with the City of Covington regarding the issue with speeding on Montague Road. She states Mr. Klein will have his traffic engineer look at the intersection and see if a stop sign going up Montague may help solve some problems. He also stated he would like to meet quarterly with Park Hills Council and Mayor to keep each other informed on what the other city is doing. Ms. Spoor stated she would contact Mr. Klein and try to come up with a date that would work for everyone.

Mr. Finke will erect "stop sign ahead" sign when, and if, the Ordinance passes.

V. Discussion took place regarding possibility of amending the text of the HC Zone. The wording would include "storage facilities" and "drive thrus" in conjunction with "eating and drinking places". The amendment pertains to the property at 1530 Dixie Highway which may include a drive thru restaurant.

Mr. Fangman stated he was not in favor of drive thrus as it may cause congestion within the limited space of the lot. Mr. O'Hara stated even if Council approves, the NKAPC would have the last say as to whether a drive thru would be feasible in the space. Ms. Spoor said she sees this as progress and a positive move.

Mayor Catchen asked the consensus of Council if they were in favor of making the amendments to the HC Zone. Consensus was all in favor with the exception of Mr. Fangman who was not in favor.

The HC Zone change amendment will be sent to the NKAPC for recommendation before first reading.

VI. Department Reports

A. Police Department

Sergeant Webster was present at the meeting in Chief Stanley's absence. He relayed to Council the department had a total of 1,386 calls during the month of April. They had 745 home and business checks and 387 calls to Bromley. They also helped to assist in Ludlow, Covington, Ft. Wright and Ft. Mitchell.

Sergeant Webster began April with six new cases and has since closed and cleared them. There was a theft over \$500 from a residence which he believes was done by a contractor working at the home. The contractor was interviewed by the Sergeant but he was unable to get ample proof to charge.

Other cases involved harassing communication, borderline stalking, domestics and neglect by a caretaker. A situation of a child living in deplorable conditions was turned over to the Cabinet.

A teen that was reported missing was found and returned home safely to his family. Sergeant Webster detained a suspect hiding in the bushes after a robbery at Ft. Wright's Walmart.

Several juveniles were caught spraying graffiti in Covington; they may be the ones responsible for the graffiti done at the Den Lou and several other spots in the city.

A suspect was interviewed regarding a burglary at the Gateway Alternative School. Sergeant Webster believes he has enough evidence to charge the suspect.

Mr. O'Hara stated he had a positive experience with dispatch, and police, when he called after locking his keys in his car.

Ms. Newton asked Sgt. Webster if the department could check on a rental property on Cecelia Avenue. She claims there are children living there with the mother, or other adult, coming by about once a week.

Motion to accept the police report was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

B. Fire Department

Chief Rigney stated there is information on the fire department's website regarding the burning ban. There is to be no open burning beginning May 1st and ending September 30th. This does not include ceremonial burning, cooking or fire pits.

Chief Rigney would also like to get with Chief Stanley to make sure all the businesses in Park Hills are aware of the change in dispatch and have the correct number to call.

Motion to accept the fire department's report was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.

C. Public Works

Mr. Finke stated the water problem at 1066 Emerson was taken care of. Mr. Finke said he contacted Mr. Dennis Uchtman, NKAPC, to check the city's homes for high grass, weeds, etc.

Mr. Finke stated the Worstells on Emerson are very happy to finally have their water problem fixed in their front yard.

Motion to accept the public works report was made by Mr. Fangman; second by Ms. Spoor and motion carried.

D. City Engineer

Mr. Bayer handed out the bid tabulations with regard to the Old State Road improvements. Barrett Paving Materials, Inc. came in as low bid. Mr. Bayer stated he felt comfortable with Council awarding the bid to Barrett's. With the recommendation of the city engineer, Mr. Fangman made a motion to award the Old State Road project bid to Barrett; second by Mr. Claypole. Roll call: all ayes

Mr. Bayer stated the city has been working with Michels to complete the punch list items in order to close out the Exter Drive project.

The city would like to improve South Arlington Road from Dixie Highway to Cecelia Avenue. A proposal for the design work has been provided to the city to begin the project design.

E. Finance Department

Motion to accept the financial reports from April was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

Motion to pay the Municipal Road Aid invoices in the amount of \$11,697.73 was made by Mr. O'Hara; second by Mr. Claypole. Roll call: all ayes

Motion to pay Road Tax invoice in the amount of \$ 6,538.88 was made by Mr. Fangman; second by Mr. Claypole. Roll call: all ayes

VII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Finke stated the city received 4 bids to re-shore Hamilton Road:

Langenhiem & Thomson Company - \$64,000

AC&E - \$69,998

Fred A. Newmann Company - \$79,744.50

Hinkle Environmental Services, LLC - \$181,640

Mr. Finke recommended Langenhiem & Thomson.

Mayor Catchen stated the estimated cost of the job was \$114,000. Thelen's fee for design will be around \$20,000. Motion to accept Langenhiem & Thomson's bid of \$64,000 and Thelen's fee of around \$20,000 was made by Mr. Fangman; second by Ms. Spoor. Roll call: all ayes

Ms. Spoor asked Mr. Fangman if South Arlington improvements were still being considered. Mr. Fangman replied the cost of sidewalks alone would be around \$39,000.

He stated he would like to see the project go out for bid in January.

Mayor Catchen questioned Mr. Finke about trees that will need to come down on Old State Road during its project. Mr. Finke thought it best to wait and see what Duke is going to do first.

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor

Ms. Spoor stated the Newsletter is almost complete. She is waiting for it to be signed off on.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated the installation of the new irrigation system is supposed to be finished this week.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – No report

G. Mayor's Group Report

The next meeting is scheduled for Saturday, May 18th at 9:00 a.m. at the NKAPC (hosted by the City of Ryland Heights). Mr. O'Hara, Mr. Winter and Mr. Fangman also plan to attend.

Mr. Fangman stated the topic of discussion at the last meeting centered around dispatch and which cities were going to go with Kenton County or stay with Erlanger for their dispatching service.

H. Mayor's Update

Mr. Catchen stated good things are happening in the city and he is happy to see everyone working together.

VIII. Old Business

Mr. Claypole stated most of the residents are happy with the way the Old State Road project is going; biggest issue is some missed garbage.

Ms. Zembrodt asked if anything was decided regarding Mr. Paul Smith's parking pad. Mr. Fangman stated he would like to wait to see who is awarded the bid first.

IX. New Business

Motion to allow the Civic Association to hold its Memorial Day Parade on Monday, May 27th beginning at 11:30 a.m. was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

Mayor Catchen stated he has a 20' wagon which could be decorated if anyone would like to ride in it during the parade.

Mr. Claypole stated there has been more and more rental property in Park Hills. He wants to be sure those who are required to purchase an occupational license do so. The city clerk will look into the rental properties to make sure their licenses are up to date.

Ms. Spoor would like Council to look into adopting an Ordinance similar to Ft.

Mitchell's regarding problem properties. Ms. Zembrodt stated she would like to sponsor such an Ordinance. Mr. Winter stated he would draft an Ordinance for first reading.

X. Delegations

A. Fix the Dixie – Mayor Don Catchen

Mayor Catchen asked Mr. Bayer if the city could go out for the Dixie Highway design bid by mid-June. Mr. Bayer replied he would like to meet with the business owners first. A Business Association meeting is taking place on Tuesday, May 21st at 7:00 p.m. at the Szechuan Garden's Restaurant. Mr. Fangman and Mr. O'Hara will meet to discuss. Mr. Bayer would like to meet with the Committee before having a group meeting.

B. Municipal Government League – No report

C. Northern KY Area Planning Commission – No report

D. Telecommunications Board of N. KY – No report

E. Northern KY Area Development District

F. Code Enforcement Board

Next meeting scheduled for Tuesday, June 4th at 7:00 p.m.

Mr. Winter stated there were two issues on the docket for the next meeting. Mr. Winter also mentioned the board is short one alternate if anyone knows someone who would like to be an alternate member.

Ms. Zembrodt reminded Council to give Jenna Haverkos, NKAPC, their input regarding the 2030 project.

Ms. Spoor stated she will try to set up a date with Covington's City Manager, Larry Klein, to discuss topics that affect both cities.

8:55 Motion to enter into executive session to discuss potential litigation was made by Ms. Spoor second by Ms. Zembrodt and motion carried unanimously.

Business Meeting
May 13, 2013
Page 6

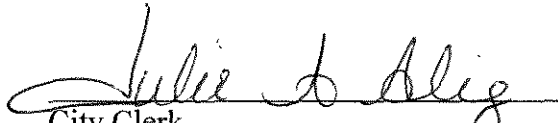
9:05 Motion to exit executive session and resume the Regular Council Meeting with no action being taken was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

9:05 Motion to adjourn from Business Meeting was made by Mr. O'Hara; second by Mr. Elkins and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, JUNE 10, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA

ABSENT: KATHY ZEMBRODT AND GREG CLAYPOLE

ALSO PRESENT: CITY ATTORNEY ROBERT WINTER AND IN PLACE OF CITY ENGINEER, JAY BAYER, MARK MENINGER WAS PRESENT AT THE MEETING

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the May 13, 2013 meeting minutes, as amended, was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

I. Petitioners

Mr. Mark Baum, with the Penske Truck Rental Company, was present at the meeting to discuss the possibility of locating his business at the Complete Appliance Company located at 1450 Dixie Highway. Mr. Arnold Horne, owner of Complete Appliance, is interested in adding the Penske Company to bring in additional revenue.

Mr. Baum asked Council to consider a text amendment to include truck rental at this location. He stated he would have 3 to 5 trucks parked at any given time. The cargo vans are no bigger than 26' and would weigh no more than 29,995 lbs. The text amendment would affect the entire HC zone on Dixie Highway.

Ms. Spoor stated she would like Council to discuss the change with the NKAPC and get back with Mr. Baum. Mayor Catchen stated the fact a storage facility is going in at 1430 Dixie Highway, both businesses could benefit.

It was decided Council and the city attorney would discuss with the NKAPC.

II. Second Reading; Ordinance No. 7, 2013 amending the 2012-2013 budget was read by Attorney Robert Winter. Motion to amend Ordinance as set forth by the city clerk was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously. Motion to adopt amended Ordinance was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes

III. Second Reading; Ordinance No. 8, 2013 proposing the 2013-2014 budget was read by Attorney Robert Winter. Motion to amend Ordinance as set forth by the city clerk was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously. Motion to adopt amended Ordinance was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

IV. Second Reading; Ordinance No. 9, 2013 proposing a stop sign at Montague and Gillespie Roads was read in summary by Attorney Robert Winter. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

Business Meeting

June 10, 2013

Page 2

V. Department Reports

A. Police Department

Chief Stanley passed out the May report to Mayor and Council.

Detective Webster was assigned 5 new cases and closed/cleared all 5 for the City of Park Hills.

Cases included robbery, theft and three cases of criminal mischief. There were a total of 878 calls for Park Hills for May.

Detective Webster was assigned 4 new cases in April for the City of Bromley and closed/cleared 5 cases for the month of April.

These cases included a death investigation, 2 burglaries, criminal mischief and 4th degree assault. There were a total of 292 calls for Bromley in May.

Motion to accept the police report was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

B. Fire Department

Chief Rigney stated the department had 17 responses in May. There were 12 EMS calls, three structural alarms and two miscellaneous. There was a grease fire in which someone burnt their arm; the fire was contained.

The cascade system was damaged during delivery and will, hopefully, be delivered sometime this week.

A gym system for the fire department members was purchased through the Creighton Fund. Mr. Rigney stated the inspections for apartments and multi-family homes will begin soon and be completed by August.

Motion to accept the fire department's report was made by Mr. Elkins; second by Mr. Fangman and motion carried unanimously.

C. Public Works

Mr. Finke stated he plans to put up the Montague/Gillespie stop sign on Wednesday. He asked that the Mayor also be present.

Ms. Spoor commended Mr. Finke on his work with Duke to have several trees removed at no cost to the city.

Motion to accept the public works report was made by Mr. Fangman; second by Ms. Spoor and motion carried.

D. City Engineer

Mr. Mark Meninger was present at the meeting in place of Mr. Bayer. He stated the work on Exter Drive is primarily complete. The city has been working with the contractor, Paul Michel & Sons, to complete the punch list items in order to close out the project.

A preconstruction meeting was held on June 6th with Barrett Paving regarding the Old State Road project. The roadway work will begin on June 24th. The SD1 has completed the sanitary main portion of the project. The NKWD water main replacement will begin in July.

Business Meeting

June 10, 2013

Page 3

Bayer Becker has started the field topographic surveying for the South Arlington Road project. The tentative schedule is to bid the project for spring 2014. Mr. Fangman stated a sidewalk is planned for one side of the street.

The Dixie Highway Sidewalk and Streetscape grant agreement was signed by the KY Transportation Cabinet in Frankfort and the city. The city engineer has been working with the KYTC to clarify the right of way.

Mr. Fangman made a motion to contact a landscape service for preliminary drawings and get a cost estimate; second by Mr. Spoor and motion carried unanimously.

E. Finance Department

Motion to accept the financial reports from May was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

Motion to pay the Municipal Road Aid invoices in the amount of \$13,335.50 was made by Mr. Elkins; second by Mr. Fangman. Roll call: all ayes

Motion to pay Road Tax invoice in the amount of \$ 10,373.63 was made by Ms. Spoor; second by Mr. O'Hara. Roll call: all ayes

VI. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman relayed to Council that the two back flow preventers for the new irrigation system were stolen. Replacement preventers will be looked into.

Mayor Catchen stated figures should be in soon to mill and asphalt the portion of Amsterdam Road between Hillcrest to Sleepy Hollow.

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor – No report

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – No report

Mr. Fangman stated he would like to schedule a meeting for Personnel and also for the Infrastructure Committee.

G. Mayor's Group Report

The next meeting is scheduled for Saturday, June 15th at 9:00 a.m. at the Covington City Building. Mr. O'Hara, Mr. Winter and Mr. Fangman plan to attend along with Mayor Catchen.

H. Mayor's Update

Mr. Catchen thanked the Fire and Police Departments and everyone else who helped to make this years' Memorial Day Parade a success. The parade saw a very good turnout.

VII. Old Business

Mr. Fangman let Mayor and Council know the Senior Center will hold its fourth session this Thursday from 11 a.m. until 3 p.m.

VIII. New Business

Discussion took place regarding the drafted nuisance Ordinance. Ms. Spoor stated the Ordinance is modeled after Ft. Mitchell's and gives the city more efficient ways of dealing with problem/chronic nuisance properties. She would like Council to look over the Ordinance to discuss at the next meeting.

X. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League

Mr. O'Hara stated an upcoming meeting would talk about creating a health care pool that would include other local cities. A brief discussion regarding the city's health care followed.

C. Northern KY Area Planning Commission – No report

D. Telecommunications Board of N. KY – No report

E. Northern KY Area Development District – No report

F. Code Enforcement Board

Next meeting scheduled for Tuesday, July 16th at 7:00 p.m.

Mr. Winter stated there were two cases at the June 4th meeting; 1121 Exter Drive and 1307 Amsterdam Road. The Exter property was cleaned up and no penalties were assessed. The Amsterdam property was issued a penalty of \$100 for violations.

Mayor Cathen stated that one of the part time police officers was leaving and that Chief Stanley asked that Sergeant Webster be given full time. Motion to support a Resolution to allow Sergeant Webster to go from part time to full time status effective July 1, 2013 was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

9:09 Motion to adjourn from Business Meeting was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, JULY 8 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, ROBERT WINTER AND CITY ENGINEER, JAY BAYER

A public hearing took place regarding the use of the Municipal Road Tax. There were no comments from the public.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the June 10, 2013 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

None

II. First Reading; Ordinance No. 10, 2013 correcting the rate of the city's Occupational License Fee was read in summary by Attorney Robert Winter.

III. First Reading; Ordinance No. 11, 2013 addressing chronic nuisance properties was read in summary by Attorney Robert Winter.

Discussion regarding several amendments to be made to the Ordinance followed. The Mayor asked Council to email the city attorney with questions and/or concerns.

Before the meeting agenda continued, Mayor Catchen allowed Mr. Mark Kreimborg to briefly address Council. On behalf of Judge Arlinghaus, Mr. Kreimborg stated their office has been busy with dispatch talks but wants to attend city meetings to encourage good working relations. He asked if Council had any problems or concerns they would like to address. Mr. O'Hara stated he had a positive experience with dispatch when he locked his keys in his car. Council thanked Mr. Kreimborg for attending the meeting.

IV. First Reading; Ordinance No. 12, 2013 setting the 2013 tax rates was read by Attorney Robert Winter.

V. Resolution No. 7, 2013 appointing Richard Webster to full-time was read by Mayor Catchen. Motion to accept Resolution was made by Mr. Fangman; second by Mr. O'Hara. Roll Call: all ayes.

VI. Department Reports

A. Police Department

Chief Stanley passed out his end of fiscal year report to Mayor and Council. He went on to say, the department had two investigations last month. A-1 Electric had \$5,000 worth of copper stolen. A suspect was apprehended and police are waiting to see if A-1 Electric plans on pressing charges.

There was also a theft from a home.

Chief Stanley went over his year-end report with Mayor and Council.

The Chief stated the new stop sign at Montague and Gillespie seems to be working to slow down drivers. He also said he would like to see on street parking removed from St. Joseph Lane and Amsterdam Road and have 3 speed bumps installed on St. Joseph Lane. Mr. Finke stated the cars parked on St. Joseph seem to slow down drivers. Mr. Fangman stated he would get several estimates for the cost of 3 speed bumps. Mr. Elkins would not like to see on street parking eliminated as families have more cars than they did in the past. Everyone on Council was in favor of Mr. Fangman getting speed bump bids.

Motion to accept the police department report was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

B. Fire Department

Chief Rigney stated the new cascade system has been paid for and installed. The Chief went on to say his department has been busy with flooding issues resulting from the heavy rains. They had 14 service calls as a result of the rain.

Motion to accept the fire department report was made by Mr. Fangman; second by Mr. Claypole and motion carried.

C. Public Works

Mr. Finke stated Barrett Paving has begun their work on Old State Road. He went on to say, the KY Department of Transportation re-lined the streets at no cost to the city. He stated Duke is cutting down trees for the project and that, in general, all the street projects are going well.

Motion to accept the public works report was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

D. City Engineer

Mr. Bayer stated the city has been working with the contractor, Michels, to complete the punch list items in order to close out the Exter Drive project.

Michels will begin the water main replacement in mid-July in regards to the Old State Road project.

The field topographic survey for the South Arlington reconstruction is primarily complete and the base map is being prepared. The tentative schedule is to bid the project for spring 2014 start.

In regards to the Dixie Highway Sidewalk Grant; the city engineer has been working with KYTC to clarify the right of way. The Infrastructure Committee will meet with Bayer Becker's design staff to prepare a concept plan.

Mr. Richard Able was present at the meeting to show Mayor and Council his plans for the property he bought at 1009 Montague Road. He would like to turn it into a garage. If

the property is determined to be on a slope of 20% or more, Mr. Able will have to get an engineer to review and make a plan.

E. Finance Department

Due to the end of the fiscal year, the June and July financial reports will be made available at the August 12, 2013 meeting.

Motion to pay the Municipal Road Aid invoices in the amount \$3,705.00 was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes.

Motion to pay the Road Tax invoice in the amount of \$41,510.00 was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes

VII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman – No report

B. Economic Development – Monty O'Hara

Mr. O'Hara stated he spoke with Mr. Larry Klein, with the City of Covington, to set up a meeting between Park Hills and Covington regarding development along Dixie Highway.

C. Communications Committee – Pamela Spoor – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated she spoke with Sara Sidebottom, attorney with NKU, regarding the green space at the end of Mt. Allen Road. Ms. Spoor would like to see this area made into a small park area. Ms. Sidebottom stated she had no objections but would like to see the plans first.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman

Mr. Fangman stated he would soon like to re-address the on line Ordinance service through the American Legal Company.

G. Mayor's Group Report

The next meeting is scheduled for Saturday, July 20th at 9:00 a.m. at the NKAPC. The meeting will be hosted by the City of Park Hills and Mayor Catchen encouraged everyone to attend.

H. Mayor's Update

No report

VIII. Old Business - None

IX. New Business

Attorney Robert Winter will draft a text amendment to allow truck rental in the HC Zone.

X. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – Monty O'Hara - No report

Mr. O'Hara and city clerk, Julie Alig, attended a meeting regarding a self-funded insurance pool plan

C. Northern KY Area Planning Commission – Mayor Don Catchen- No report

D. Telecommunications Board of N. KY – No report

Due to the lack of appearance by the city's TBNK representative, Bill Rolfes, a new representative will be appointed.

E. Northern KY Area Development District – Kathy Zembrodt

Ms. Zembrodt stated a meeting will take place at the NKADD on Tuesday, July 9th at 6:00 p.m. to address the 2030 goals and objectives.

F. Code Enforcement Board

Next meeting scheduled for Tuesday, July 16th at 7:00 p.m.

9:31 Motion to enter executive session to discuss proposed litigation was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

10:03 Motion to enter back into regular session, with no action taken, was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

10:04 Motion to adjourn from Business Meeting was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, AUGUST 12, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING.
COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: ATTORNEY, RICHARD SPOOR AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the July 8, 2013 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

A. Ms. Susan Jackson was present at the meeting to give information about an upcoming fundraiser at the Behringer Crawford Museum in Devou Park. The "Fresh Art" fundraiser will feature works of local artists and will be available for purchase. The event will offer a dinner and silent auction. The cost is \$65 per person and residents can register online at BCMuseum.org. All proceeds benefit the museum so they can continue their programs to the community and local schools.

Before the next petitioner, Attorney Richard Spoor reminded those in attendance that if anyone wanted to discuss the Amy Schworer case and/or the article in the paper, Mayor Catchen will have no comment. He stated the Council Meeting was not a forum to try this case.

B. Mr. Bob Albers was present at the meeting to follow up on the discussion at the last meeting regarding the parking situation on St. Joseph Lane. At the last meeting, speed bumps, parking elimination and sidewalks were discussed. Mr. Albers asked that Council receive input from the residents of St. Joseph Lane before going ahead with any plans. Ms. Zembrodt assured Mr. Albers that these items were simply being discussed and that no action would be taken without a meeting of residents and Council first.

C. Mr. Jerome Bowles was present at the meeting to discuss the article which appeared in today's paper. Allegations were made against Mayor Catchen that he used a racial slur and gave authority to use excessive force when dealing with minorities. Mr. Bowles asked that city officials work together to take swift action whenever these issues arise so that Park Hills will not have a negative image. Mayor Catchen said the allegations in the paper were false and that he would be more than happy to meet with Mr. Bowles to discuss the situation.

D. Mr. John Olt was present at the meeting to discuss the nuisance Ordinance. Ms. Spoor replied the Ordinance is being put on hold until it can be looked at in depth. Ms. Spoor assured Mr. Olt the Ordinance is not being created to make things difficult for

landlords, but wants to make sure residents of Park Hills are not affected negatively by bad neighbors. Mr. Olt would like to re-address once the amendments are made.

7:36 Motion to enter into executive session to discuss personnel issues was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

8:06 Motion to enter back into regular meeting was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

Motion to hire Todd McMurtry as the city's new city attorney and allowing Mr. Spoor and Mayor Catchen to execute an agreement authorizing the Mayor to negotiate a contract with Mr. McMurtry as City Attorney.

Meeting skipped to Resolution No. 8, 2013 to appoint Mr. Todd McMurtry as new city attorney. Motion to accept Resolution was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

II. Second Reading; Ordinance No. 10, 2013 correcting the rate of the city's Occupational License Fee was read by Mayor Catchen. Motion to adopt Ordinance was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

III. Second Reading; Ordinance No. 12, 2013 setting the 2013 tax rate was read by Mayor Catchen. Motion to adopt Ordinance was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

IV. First Reading; Ordinance No. 13, 2013 to adopt the statement of goals and objectives for a new Kenton County Comprehension Plan was tabled until the next meeting.

V. Resolution No. 9, 2013 re-appointing Mr. Robert Sweet to the Park Hills' Board of Adjustment will be read at the next meeting.

Ms. Louise Niemer was present at the meeting to represent a group of residents asking for the Mayor's resignation in light of recent events. Mayor Catchen replied that he would not be resigning.

VI. Department Reports

A. Police Department

Chief Stanley passed out his report to Mayor and Council. Council had no questions or comments.

Motion to accept the police department report was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.

B. Fire Department

Chief Rigney stated the department was busy early in the month with the excessive rain and some flooding issues. The department has also been doing multi-family and business fire inspections.

Chief Rigney asked Council to consider an expenditure from the Creighton Fund to purchase a utility body for their pick-up truck. He went on to say the truck they use now has limited space and is inconvenient when the back seat, or additional storage space, is needed. For just over \$5,000, a utility body can be purchased to fit the existing truck or any new truck they may purchase in the future. Mr. Rigney stated this would be much less expensive than purchasing a new truck.

Motion to allow the fire department to expense Creighton money to fund a new utility body was made by Ms. Spoor; second by Mr. Fangman. Roll Call: all ayes.

Motion to accept the fire department report was made by Mr. Fangman; second by Ms. Spoor and motion carried.

C. Public Works

Mr. Finke stated he hopes to have the Old State Road project finished by Thanksgiving. He said all the road projects are going well.

Motion to accept the public works report was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

D. City Engineer

Mr. Bayer had to leave the meeting. Motion to accept the engineer's report was made by Mr. O'Hara; second by Mr. Claypole and motion carried unanimously.

E. Finance Department

Motion to accept the June and July financial statements was made by Ms. Spoor; second by Mr. Fangman. Roll Call: all ayes

Motion to pay the Municipal Road Aid invoices in the amount \$5,492.00 was made by Mr. O'Hara; second by Mr. Fangman. Roll call: all ayes.

Motion to pay the Road Tax invoice in the amount of \$122,242.56 was made by Ms. Spoor; second by Mr. O'Hara. Roll call: all ayes

VII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman stated he met with the city engineers at the Bayer Becker office to discuss curbs and gutters for South Arlington. The curb and gutter would be put on both sides of the road with a 4' sidewalk going up the right side. Some utility poles will need to be moved. The estimated cost will be around \$370,000.00.

A tentative meeting is scheduled at CCH on September 23rd at 6:00 p.m. to discuss the South Arlington Road project.

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor – No report

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman
Mr. Fangman stated he would soon like to re-address the on line Ordinance service through the American Legal Company.

G. Mayor's Group Report
The next meeting is scheduled for Saturday, August 17th at 9:00 a.m.


H. Mayor's Update
No report

VIII. Old Business
Council agreed to pay the Erlanger dispatch invoice upon approval of the city attorney as payment in full.

IX. New Business
Motion to use the \$20,000 revenue from the sale of the Amsterdam Road properties to be used to pay on the principal of the city's loan was made by Ms. Zembrodt; second by Mr. Fangman. Roll Call: all ayes.

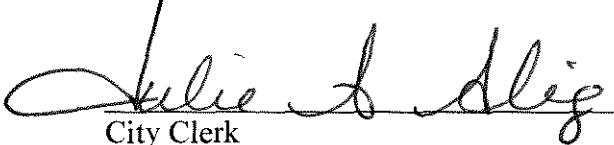
X. Delegations
A. Fix the Dixie – Mayor Don Catchen – No report
B. Municipal Government League – Monty O'Hara - No report
C. Northern KY Area Planning Commission – Mayor Don Catchen- No report
D. Telecommunications Board of N. KY – No report
Due to the lack of appearance by the city's TBNK representative, Bill Rolfes, a new representative will be appointed.
E. Northern KY Area Development District – Kathy Zembrodt
F. Code Enforcement Board
Next meeting scheduled for Tuesday, August 20th at 7:00 p.m.

9:09 Motion to adjourn from Business Meeting was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, SEPTEMBER 9, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING.

COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA

ABSENT: SKIP FANGMAN

ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Mr. O'Hara began the meeting with a prayer.

Ms. Debbie Newton asked to be on the record as saying she is very pleased with the lower taxes and thanked the Mayor and Council for doing such a good job.

Motion to approve the August 12, 2013 meeting minutes was made by Mr. Claypole; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Mr. Dennis Gordan, NKAPC's executive director, was present at the meeting, along with Mr. Martin Scribner, to discuss the County's joint Code Enforcement Board. Mr. Frank Henn, appointed as Ft. Wright's representative to the board and also chairman of the joint CEB, was also there to answer questions. The City of Park Hills is entertaining the thought of joining the Kenton County joint Code Enforcement Board. Mr. Gordan explained the County CEB would work the same way our city's CEB does now. By signing an interlocal agreement, our jurisdiction would appoint a representative to sit on the board. The NKAPC would do the work and any appeals would go directly to the County Board. All legal counsel fees would be paid out of the County's budget. If the city needs to assign further legal counsel, it would be assigned to the city's attorney at the city's cost. All fines received would be given to the county. If a lien is filed on a property, the city would receive ½ of the money collected if foreclosure occurs. The board meets monthly unless there are no items on the agenda. Mr. Henn stated most cases are only heard one time and usually abated right away. He states the board works well together to help cleanup many problem areas. Mr. Dennis Uchtman would still work as the code enforcement officer for Park Hills.

Ms. Spoor stated she thinks the joint board would be a cost effective move for the city. Mayor Catchen asked the city attorney to draft an Ordinance to make the switch.

II. First Reading; Ordinance No. 13, 2013; Proposed statement of goals and objectives for a new Kenton County Comprehensive Plan was read in summary by Attorney McMurtry. Motion to accept as first reading was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.

III. First Reading; Ordinance No. 14, 2013 amending the Highway Commercial Zone was read by Attorney McMurtry.

IV. Resolution No. 9, 2013 re-appoint Robert Sweet to the Board of Adjustment. Motion to accept Resolution was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried.

V. Resolution No. 10, 2013 approve City Attorney Contract. Motion to accept Resolution was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

VI. Department Reports

A. Police Department

Chief Stanley passed out, and went over, his report to Mayor and Council. He stated Detective Webster is currently working on burglaries in the city.

B. Fire Department

Chief Rigney stated the department was busy flushing fire hydrants last week and that the department also finished inspections.

C. Public Works

Mr. Finke was not present at the meeting.

D. City Engineer

Mr. Bayer stated the work on Exter Drive is primarily complete. The city has been working with Paul Michels to close out the project.

The contractor for the Old State Road project, Barrett Paving, began the storm sewer installation on July 1st and is approximately 95% complete. Roadway reconstruction is set to begin the week of September 9th.

The field topographic survey and base map for the South Arlington reconstruction project is complete and 50% of the drawings are prepared. An Infrastructure Committee meeting was held on Monday, August 12th and a tentative date for a town meeting has been set for Monday, September 23rd at 6:00 p.m. at the Griffin Center.

Field surveying work is underway for the Dixie Highway Sidewalk and Streetscape Grant program. A meeting will be set with the property owners and businesses to solicit input on the design of the project.

Ms. Spoor asked if Mr. Bayer had any thoughts regarding speed humps on St. Joseph Lane. Mr. Bayer replied he had no new information. Mr. Elkins stated he would like to hold a meeting with the residents of St. Joseph Lane before taking any type of action on the street. Mayor Catchen asked Mr. Bayer to see what the right of way was on St. Joseph Lane to see if a sidewalk would fit.

E. Finance Department

Motion to accept the August financial statements was made by Ms. Spoor; second by Mr. Claypole. Roll Call: all ayes

Motion to pay the Municipal Road Aid invoices in the amount \$8,615.00 was made by Mr. O'Hara; second by Ms. Spoor. Roll call: all ayes.

Motion to pay the Road Tax invoices in the amount of \$62,869.80 was made by Mr. O'Hara; second by Mr. Claypole. Roll call: all ayes

VII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman
Mr. Fangman was not present at the meeting

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor – No report

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – Not present

G. Mayor's Group Report

The next meeting is scheduled for Saturday, September 21st at 9:00 a.m. at the Kenton County Golf Course. Anyone in attendance may play golf at no cost after the meeting. Mayor Catchen updated everyone on Mr. Fangman's condition.

H. Mayor's Update

No report

VIII. Old Business

Ms. Spoor stated she would like to meet with Chief Stanley and Attorney McMurtry to address the Chronic Nuisance Ordinance.

IX. New Business

Motion to appoint Mr. David Gray as Park Hills' representative to the Telecommunications Board of Northern KY was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously. A Resolution will be prepared for the next meeting.

Motion to expense money to American Legal Company to codify the cities' Ordinances was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

Ms. Spoor asked Council to consider giving the current Council Chambers to the police department for extra space.

X. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – Monty O'Hara - No report

SD1 will be present at the next meeting on September 19th.

C. Northern KY Area Planning Commission – Mayor Don Catchen- No report


Business Meeting
September 9, 2013
Page 4

- D. Telecommunications Board of N. KY – David Gray - No report
- E. Northern KY Area Development District – Kathy Zembrodt – No meeting
- F. Code Enforcement Board

No meeting was held in August.


Next meeting scheduled for Tuesday, September 17th at 7:00 p.m.

8:21 Motion to adjourn from Business Meeting was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, OCTOBER 14, 2013, AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the September 9, 2013 meeting minutes was made by Mr. O'Hara; second by Mr. Fangman and motion carried unanimously.

I. Petitioners

A. Mr. and Mrs. Lapenna, St. Joseph Lane, were present at the meeting to discuss several concerns. First of all, Mr. Lapenna was not in favor of adding any speed calming devices to St. Joseph Lane. He states that during the years he has lived there, there has never been an injury or accident due to speeding. Discussion continued regarding speeding on St. Joseph Lane and what options could be considered. Mr. Elkins reminded Mr. Lapenna that nothing would be done without the resident's input and knowledge. The Lapenna's other concern was a dispute with their neighbor regarding zoning violations. The Lapenna's stated their neighbor told them that their retaining wall would need to be replaced. The Lapenna's agreed and told their neighbors of their plans. After the neighbors saw the plans, they realized they would lose about two feet of property should the wall go up. The Lapenna's state their neighbor has threatened them and will not allow access to their property to erect the retaining wall. Mr. McMurtry did not want to give the Lapenna's legal advice or representation, but did advise them to contact their attorney and have him enforce the zoning Ordinance and show that the deck on their neighbor's property is not compliant with the zoning rules. Any allegations regarding threats by the neighbor should be addressed to the city police or county attorney to have a restraining order put in place. Mr. McMurtry gave Mr. Lapenna his card to pass on to his attorney to discuss the situation. Lastly, Mr. Lapenna asked if the security light from Notre Dame could be re-directed as it shines brightly onto homes in the neighborhood.

II. Second Reading; Ordinance No. 13, 2013; Proposed statement of goals and objectives for a new Kenton County Comprehensive Plan was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

III. Second Reading; Ordinance No. 14, 2013 amending the Highway Commercial Zone was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.

IV. First Reading; Ordinance No. 15, 2013 turning the Code Enforcement Board over to the County was read in summary by Attorney Todd McMurtry. Mr. Fangman stated he would like to endorse this Ordinance.

V. First Reading; Ordinance No. 16, 2013 amending the Municipal Code of Ordinances to incorporate inter-local cooperation agreements by reference was read in summary by Attorney Todd McMurtry.

VI. Municipal Order No. 2, 2013 appointing David Gray as Park Hills' Representative to the Telecommunications Board of Northern KY was read by Mayor Catchen. Motion to accept Order was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

VII. Executive Order No. 2, 2013 regarding the cruiser policy was tabled.

Mayor Catchen read a Proclamation honoring Sister Marla Monahan. (Attached)
Mayor Catchen also presented Sister Marla with a key to the City.
Sister Marla stated she was very honored and humbled to receive the Proclamation and Key to the City.

VIII. Department Reports

A. Police Department

Chief Stanley was not present at the meeting as he was celebrating his new marriage. Sergeant Webster was present to pass out the police department's report.

B. Fire Department

Chief Rigney stated the department was wrapping up the end of year items such as equipment checks and hydrant winterizing. The fire department will also be serving up its Halloweenies and soft drinks on Halloween night from 6:30 p.m. – 8:30 a.m.

C. Public Works

Mr. Finke stated Duke cut down 40-50 trees on Amsterdam Road. Mr. Finke stated he would like to sit down with Mr. McMurtry to discuss how to handle problem trees.

D. City Engineer

Mr. Bayer started by saying he was pleased that the city recognized Sister Marla for all the good she has done, and continues to do. Mr. Bayer traveled to Uganda with three of his children with Sister Marla's persuasion. He said it was a very wonderful experience. Old State Road is approximately 80% complete with the project and has completed the roadway reconstruction work. The contractor is projecting the work to be completed in early November.

A meeting was held on September 23rd with property owners to solicit input on preliminary plans for the South Arlington reconstruction. The plans are about 70% complete.

Plans regarding the Dixie Highway Sidewalk and Streetscape Grant have been sent to the KYTC for review.

Mr. Bayer stated an 80-20 highway grant could be applied for to align the lights on North and South Arlington Roads. The due date for the application is October 24th. Mr. Fangman stated even with the grant, the matching portion would still be too costly. Mr. Bayer stated the work would be between \$100,000 - \$200,000. Mr. O'Hara feels it is worth looking into. Motion to expense up to \$2,000 to apply for the grant was made by Mr. O'Hara; second by Mr. Claypool. Roll call: Mr. Fangman; aye, Ms. Zembrodt; aye, Mr. Claypole; aye, Ms. Spoor; nay, Mr. Elkins; aye, Mr. O'Hara; aye. Motion carried. Mr. Bayer stated the cost to put a sidewalk on one side of St. Joseph Lane would cost around \$72,000; three speed humps would cost about \$9,000.

E. Finance Department

Motion to pay for the Senior Center's supplies out of Administrative expenses in the amount of \$325.98 was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes. Motion to pay the Municipal Road Aid invoices in the amount \$8,353.50 was made by Mr. Fangman; second by Mr. Claypole. Roll call: all ayes. Motion to pay the Road Tax invoices in the amount of \$212.80 was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes.

IX. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman has scheduled a meeting for Monday, October 28th at 6:00 p.m. in the fire department.

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor

Ms. Spoor stated she would like to get a city newsletter out in December. Please forward articles to Ms. Spoor or the city clerk.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated the tulips have been ordered and will be planted during the second week of November. The bulbs were paid for by the Garden Club. The bulbs will be planted in Trolley Park, bottom of South Arlington, Dixie Hwy. & St. James and on Audubon. Ms. Spoor also stated there is a small green space at the end of Mt. Allen Road that could be turned into a small park/sitting area. She would like to consider funding for the area in next years' budget.

E. Historic Preservation Committee – Pamela Spoor

Ms. Spoor would like to get together with Mr. Ron Heideman to discuss doing a book regarding the history of Park Hills.

F. Personnel Committee – Skip Fangman – Not present

G. Mayor's Group Report

The next meeting is scheduled for Saturday, October 19th at 9:00 a.m. at Taylor Mill's Pride Park.

H. Mayor's Update

No report

X. Old Business -None

XI. New Business

A. The City of Park Hills' Holloween hours have been set for Thursday, October 31st form 6-8 p.m.

B. Attorney Todd McMurtry explained to Council how vacant properties within the city will have to register the property with the city. Failure to comply could result in fines. If anyone notices abandoned properties, let the city know so that these obligations can be imposed and banks will be required to register.

Mr. Skip Fangman took a moment to thank everyone for their cards, well wishes, visits and prayers during his recovery.

X. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – Monty O'Hara - No report

C. Northern KY Area Planning Commission – Mayor Don Catchen- No report

D. Telecommunications Board of N. KY – David Gray - No report

Will attend this Wednesday's meeting.

E. Northern KY Area Development District – Kathy Zembrodt – No meeting

F. Code Enforcement Board

No meeting was held in August.


Next meeting scheduled for Tuesday, October 15th at 7:00 p.m.

Mr. Fangman thanked all the Sisters for attending tonight's meeting.

Sister Marla said she appreciates all the services the city provides by the Mayor, Council, Police, Fire, Public Works and Administation. She also appreciates Mr. Bayer for developing site plans for development in Uganda.

8:40 Motion to enter into executive session to discuss pending litigation was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

9:00 Motion to adjourn from Business Meeting was made by Mr. Elkins; second by Ms. Spoor and motion carried unanimously.



Mayor, Don Catchen

Business Meeting
October 14, 2013
Page 5

ATTEST:


City Clerk

Proclamation of the City of Park Hills, Kentucky

WHEREAS Sister Marla Monahan serves the Congregation of the Sisters of Notre Dame as their provincial superior in Park Hills, Kentucky.

WHEREAS Sister Marla was born at St. Elizabeth Hospital in 1949 and was baptized at Immaculate Conception Church in Newport. She attended ST. James School in Ludlow, Kentucky and received the Sacraments of Holy Eucharist and Confirmation at that parish. Sister graduated from Thomas More College in 1974. She also attended at Chicago Theological Union which supported her role within the religious community in the area of formation and administration. She was invested in 1968 and received the new name, Sister Mary Elizabeth. Sister Marla professed her final vows in 1975.

WHEREAS Sister Marla has touched and enlightened many lives during her years of ministry including teaching at St. Augustine Elementary School, Covington; Brossart High School, Alexandria, and Notre Dame Academy, Park Hills. Sister also served as Director of Pre Novitiate Group and Vocation Directress, Director of Juniors And Postulates and assisted with guidance at Notre Dame Academy. From 1994 to 1998, Sister Marla was the head of Campus Ministry at Notre Dame Academy. In 2005, Sister was appointed provincial superior in Covington, which is her current, continuing assignment. Sister's various duties within the religious community brought her to travels which included Rome, Holland, Germany, Belgium, Africa, India and Indonesia. During Sister Marla's years of service to God and her community, including her fellow residents of Park Hills, Kentucky, she has been a shining example of good stewardship, responsible leadership and charity.

NOW, THEREFORE BE IT PROCLAIMED that the City of Park Hills, Kentucky extends sincere gratitude to Sister Marla Monahan for her dedication and outstanding service in our city and our world;

BE IT FURTHER PROCLAIMED that the City of Park Hills, Kentucky wishes to honor Sister Marla Monahan for serving as a leader in the community and a stellar representative of the City, and I hereby declare October 14th as ***Sister Marla Monahan Day*** in the City of Park Hills, Kentucky and I cause the Official Seal of the city to be affixed hereto.

*Given under my hand on this, the fourteenth day of October in
the Year of Our Lord Two Thousand and Thirteen*

Mayor Don Catchen

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, NOVEMBER 11, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER LOCATED AT 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT (ARRIVED AT 7:20), GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the October 14, 2013 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

None

II. Second Reading; Ordinance No. 15, 2013 turning the Park Hills' Code Enforcement Board over to the County was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

III. Second Reading; Ordinance No. 16, 2013 amending the Municipal Code of Ordinances to incorporate inter-local cooperation agreements by reference, was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

IV. First Reading; Ordinance No. 17, 2013 amending Chapter 92 of the City's Municipal Code by incorporating a process to abate dangerous conditions was read in summary by Attorney Todd McMurtry. Ms. Spoor stated 70% of the trees in Park Hills are White Ash and many are either dead, dying or in need of immediate treatment. She believes this Ordinance would give the city a more powerful weapon to address imminent threats.

V. First Reading; Ordinance No. 18, 2013 amending Section X of Ordinance No. 5, 2000 to incorporate a removal process for dead or diseased trees on private property was read in summary by Attorney Todd McMurtry. Members of Council discussed the Ordinance and how the process would be carried out. Mr. O'Hara is concerned that a lien could be put on a property without the knowledge of the homeowner, or proof that the tree belongs to that owner as was the case several years ago. Mr. O'Hara believes the burden of proof should be on the city. Mr. McMurtry assured Mr. O'Hara that the owners would have ample time to appeal and that the city would have to show the owner proof. He went on to say, he could amend the Ordinance to reflect such.

VI. Municipal Order No. 3, 2013 was originally written to appoint Barbara Slukich as Park Hills' Representative to the County Code of Enforcement Board. Ms. Slukich has since decided that she was not going to take the position. Motion to amend the Order to name David Gray as the Park Hills' Representative to the County Code Enforcement was made by Ms. Spoor; second by Mr. Fangman. Order was read by Attorney McMurtry. Motion to accept Order was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

Mr. Richard "Dick" Lange will take over Mr. Gray's position as Park Hills' Representative to the Telecommunications Board of Northern KY. A Municipal Order will be drawn up for the next meeting in December.

Mayor Catchen acknowledged Ms. Barbara Slukich and thanked her for all her time she has given to the City. She was the Chairperson of the Park Hills Code Enforcement Board for nine years before it was taken over by the County. Ms. Slukich also worked as the Park Hills police clerk.

VII. Department Reports

A. Police Department

Chief Stanley passed out his report and went over it with Council. Chief Stanley asked Council to consider using some of the revenue from Bromley to purchase a new Dodge Durango SUV for the department. The Trailblazer was sold for \$2,185.00. The price is \$28,542.20 plus an additional \$8,415 to outfit it. Motion to authorize the purchase of the new vehicle was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes. Motion to accept the police report was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

B. Fire Department

Chief Rigney stated the department had 24 calls for service last month. The department also stood by in case needed for a fire in Covington. They had 4 fire calls including a kitchen fire at Parkvale.

October was fire prevention month and the department visited the Julie Learning Center to go over fire safety with the children.

The chief also said the "Halloweenies" went pretty well despite the rainy weather. The truck bed has been ordered and should be ready by next week. The chief stated he hopes to have the truck finished by Thanksgiving.

Motion to accept the fire department's report was made by Mr. Elkins; second by Mr. Fangman and motion carried unanimously.

C. Public Works

Mr. Finke was not present at the meeting.

D. City Engineer

Mr. Bayer stated the Old State Road project is approximately 90% complete. The items remaining are the asphalt driveway reconstruction, final surface asphalt paving,

restoration and punch-list items. The contractor is estimating the project to be completed the week of November 18th. Many of the residents complimented the workers on a job well done.

A meeting was held on September 23rd with property owners to solicit input on the preliminary plans for the South Arlington project. The plans are approximately 80% complete and Bayer Becker is in communication with SD1 and Duke Energy regarding their utilities.

Mr. Bayer stated a very productive meeting was held with the Infrastructure Committee on October 28th to discuss the design of the Dixie Highway project. Based on the meeting, the city will have electric conduits bid as an alternate for possible future street lights. A proposal has been provided by KLH for this design. Mayor Catchen asked Mr. Bayer to also talk with SECO Electric for a possible bid.

Motion to accept the engineer's report was made by Mr. Elkins; second by Ms. Spoor and motion carried unanimously.

Ms. Spoor asked Council to consider making a \$500 donation to the Behringer Crawford Museum which would allow the residents of Park Hills to enjoy a free Saturday at the museum. The date selected will be December 21st. Motion to expense \$500 to the museum was made by Mr. O'Hara; second by Mr. Fangman. Roll call: all ayes

E. Finance Department

Motion to accept the financial reports for October was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

Motion to pay the Municipal Road Aid invoices in the amount \$12,934.70 was made by Mr. Fangman; second by Mr. O'Hara.

Ms. Spoor stated she would like to see the engineer's fee come out of the Road Fund as it is a little less restrictive than the Municipal Road Aid. Motion to pay the engineer's fee out of the Road Fund (with the exception of the Dixie Streetscape invoice) was made by Mr. Elkins; second by Ms. Spoor. Roll call: all ayes. Motion to pay the additional Road Tax invoices in the amount of \$3,073.70 was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes.

IX. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. O'Hara inquired on the stability of the Hamilton Road wall. Mr. Bayer said he would check on it. Mayor Catchen asked Mr. Bayer how much it would cost to install a guardrail on Hamilton Road. Mr. Bayer stated it would be about \$40 per foot with about 30-40 feet needed. Mr. Bayer stated he would look into it. Mr. Claypole asked if he could also look into something a little more aesthetic.

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor

Ms. Spoor stated she would like to print out the city newsletter tomorrow. She will send a draft out to Council to look over.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated the Thanksgiving Turkey is out in the Miller Pavilion and that the park has been winterized, tulips planted and the Christmas greens put out.

Ms. Spoor would also like the newsletter to include an article written by Steve Frank, the Covington City Commissioner, regarding the plans for the Brent Spence Bridge project and the impact it will have on surrounding cities. She also mentioned it would be nice for the city to have a twitter account or some way to notify residents quickly of things that may be important. For example: the weather on Halloween was cold and rainy. Twitter, or another form of communication, would have been helpful in notifying residents of a change in the Halloween date. She stated she would add an article in the newsletter asking residents if they are interested in receiving messages via text. If so, they can call and give their cell numbers to the clerk to be put on the list. Numbers will remain private.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – No Report

G. Mayor's Group Report

The next meeting is scheduled for Saturday, November 16th at 9:00 a.m. at the NKAPC. The meeting will be hosted by the City of Ft. Mitchell.

H. Mayor's Update

No report

X. Old Business -None

XI. New Business

A. The new police cruiser was discussed earlier in the meeting.

B. The Behringer Crawford Museum was discussed earlier in the meeting.

C. Ms. Spoor asked Council if they would like to consider an Adopt-A-Troop Program in the city. Ms. Julie Schuler contacted Ms. Spoor about the program. Cities can adopt troops and send care packages, letters and sponsor activities. There is no cost to the city. Ms. Spoor will arrange for Ms. Schuler to attend the next meeting to give more information about the program.

D. Newsletter was discussed earlier in the meeting

E. Most of the surveys regarding speed calming ideas on St. Joseph Lane were returned. It seems the majority of residents favored speed humps. Mayor Catchen suggested having a cruiser on the street for about 3 hours per shift to run radar and log the time and the speed of vehicles. Chief Stanley stated he would look into adjusting the schedule to allow for a cruiser to remain there for the three hours. Mr. O'Hara asked if we could perhaps borrow a speed device from another city which would log the speed and time. Chief Stanley stated he would look into this.

X. Delegations

- A. Fix the Dixie – Mayor Don Catchen – No report
- B. Municipal Government League – Monty O'Hara - No report
- C. Northern KY Area Planning Commission – Mayor Don Catchen- No report

Ms. Spoor would like to know the process for people getting a zoning permit and Occupational License when starting a new business in the city. She would like the city to be notified when a new business starts up. She stated she talked with Dennis Uchtman of the NKAPC and he said he will look into this.

- D. Telecommunications Board of N. KY – David Gray - No report
- E. Northern KY Area Development District – Kathy Zembrodt – No report
- F. Code Enforcement Board – David Gray – No report

8:47 Motion to enter into executive session to discuss personnel issues was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

9:20 Motion to exit executive session and resume regular meeting was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

9:20 Motion to adjourn from Business Meeting was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON THURSDAY, NOVEMBER 21, 2013 AT 6:00 P.M. AT THE PARK HILLS CITY BUILDING, 1106 AMSTERDAM ROAD WITH MAYOR DON CATCHEN PRESIDING. COUNCIL MEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, SKIP FANGMAN AND GREG CLAYPOLE

CALL TO ORDER

PLEDGE OF ALLEGIANCE

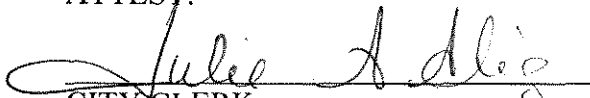
ROLL CALL

I. An Emergency Reading of Ordinance No. 13, 2013 was read by Ms. Spoor. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt. Roll Call: Ms. Spoor; aye, Ms. Zembrodt; aye, Mr. Claypole; aye, Mr. Fangman; abstain. Motion carried.

7:10 Motion to adjourn from Special Meeting was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.


MAYOR, DON CATCHEN

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, DECEMBER 9, 2013, AT 7:00 P.M. AT THE GRIFFIN CENTER LOCATED AT 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ABSENT: GREG CLAYPOLE
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the November 14, 2013 meeting minutes was made by Mr. Elkins; second by Ms. Spoor and motion carried unanimously.

I. Petitioners

A. Ms. Julie Schuler, Ms. Janie Terrell and Ms. Libby Baker were present at the meeting to discuss the city's possible involvement with the Adopt-A-Troop Program. They explained some of the things they do for the troops to show support to them and their families. Care packages containing cards, necessity items, etc. are sent overseas to the troops. Visits are also made to Ft. Campbell and troops also come to their sponsoring cities to partake in activities in the area. Residents can drop off donations and fund raisers can also be held to raise money for care package items. Troops usually consist of about 100 and cities try to co-inside with each other to make deliveries at the same time. The biggest expense is the cost of postage to send the packages. A separate account is set up for each city to maintain. The women left their contact information with the city clerk for follow-up.

B. Ms. Sharon Dickman was present at the meeting to ask the city's permission to close off the street at the end of her property on Far Hills Drive. She stated she spoke with Dennis Uchtman with the NKAPC and he stated she is within her right to close off the street as long as she gets a cut and fill permit along with detailed plans and a letter from the city giving their approval. Ms. Dickman stated a turnaround would be provided for school buses.

Fire Chief Rigney stated the fire hydrant between the buildings of 1192 and 1196 Far Hills Drive is the main hydrant for all fires in the area as it has the best water pressure. He went on to say the department would need access to that hydrant at all times. Motion for the city clerk to write a letter giving permission for the street closure as long as plans meet the criteria of the Fire and Police Departments and that plans also go before the Infrastructure Committee was made by Mr. Fangman; second by Ms. Spoor and motion carried.

C. Mr. Robert A. Winter, Jr. was present at the meeting to ask support for his upcoming run for Kenton Circuit Judge. Mr. Winter relayed his qualifications and past experience to the Mayor, Council and those in attendance. He went on to ask Council to consider him for Circuit Court Judge at May's election.

II. Emergency Reading; Ordinance No. 14, 2013 amending the HC Zone to include truck rentals was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

III. Second Reading; Ordinance No. 17, 2013 amending Chapter 92 of the City's Municipal Code by incorporating a process to abate dangerous conditions was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.

IV. Second Reading; Ordinance No. 18, 2013 amending Section X of Ordinance No. 5, 2000 to incorporate a removal process for dead or diseased trees on private property was read in summary by Attorney Todd McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

V. Resolution No. 9, 2013 appointing Daniel VonHandorf as Public Works Director was read by Mayor Catchen. Motion to accept Resolution was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

Mr. VonHandorf stated he has experience working in landscaping, construction and snow removal. He looks forward to working for the city and doing his best to make the city better.

Mayor Catchen stated Mr. Dennis Finke resigned after his request for higher pay was denied due to cost/budget. Mayor Catchen extended his thanks to Mr. Finke for his past years of service to the city.

Mr. VonHandorf was sworn in by Mayor Catchen.

Mayor Catchen went on to say, he would like to have a backup truck/plow for the current snow plow in case it breaks or the weather is bad enough to warrant a need for an additional truck on the road. He would like to purchase a used truck with the money from the sale of the old public work's truck. Mr. Elkins asked who would be operating the truck and how would they be paid. Attorney McMurtry stated he would look into how employees would be paid for doing snow plow operations.

VI. Municipal Order No. 4, 2013 re-appointing William Blair as Traffic Hearing Officer was read by Mayor Catchen. Motion to accept Order was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

VII. Municipal Order No. 5, 2013 re-appointing Charles Meyers as Chairperson to the Board of Adjustment was read by Mayor Catchen. Motion to accept Order was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

VIII. Municipal Order No. 6, 2013 appointing Debbie Newton to the Board of Adjustment was read by Mayor Catchen. Motion to accept Order was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

IX. Municipal Order No. 7, 2013 re-appointing Don Catchen and Pamela Spoor as Representative and Alternate Representative, respectively, to the NKAPC was read by

Mayor Catchen. Motion to accept Order was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

X. Municipal Order No. 8, 2013 appointing Richard Lange as Representative to the TBNK was read by Mayor Catchen. Motion to accept Order was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.

XI. Department Reports

A. Police Department

Chief Stanley stated since his clerk was on vacation, he did not have a report to pass out. He stated the new Dodge Durango was in. Motion to accept the police report was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

B. Fire Department

Chief Rigney stated the department had 21 calls for service during the month of November. The most notable incident was a move-up to Ft. Mitchell Fire Department for a fire at an apartment building. The members of the fire department completed 245 hours of training for the month, including 4 members attending the Regional Officers Leadership Symposium. Crews conducted a weekend Basic Training class for the 5 new recruits. The fall maintenance of all the fire hydrants has been completed. An AFG grant for \$44,610.00 for new PPE and equipment has been completed and submitted. The department would be responsible for \$2,230.00 if awarded.

Motion to accept the fire department's report was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

C. Public Works

Mr. VonHandorf stated he has been working on an inventory list and is keeping a log of daily activities. He went on to say he would like to find a better way to relay snow emergencies to residents; such as color coded signs.

Motion to accept the public work's report was made by Ms. Spoor; second by Ms. Zembrodt and motion carried.

D. City Engineer

Mr. Bayer stated the Old State Road project is primarily complete. Pay requests will be ready for the next meeting; a retainer will be held until completion of the punchlist items. The plans for the South Arlington reconstruction are approximately 90% complete. Thelen Associates is preparing a geotechnical report to be used for the pavement recommendation. The tentative schedule is to bid the project for a spring 2014 start.

A new proposal for electrical work for the Dixie Highway project was received from Sturm Electric, Inc. for \$2,500. Mayor Catchen signed off on the proposal.

Mr. Bayer stated he would talk with the SD1 regarding the headwall on Hamilton Road. Motion to accept the engineer's report was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

E. Finance Department

Motion to accept the financial reports for November was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

Motion to pay the Road Fund Invoices in the amount of \$14,047.12 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes.

Motion to pay the Municipal Road Aid Invoices in the amount of \$1,196.50 was made by Mr. Fangman; second by Ms. Spoor. Roll call: all ayes.

XII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman – No report

B. Economic Development – Monty O'Hara – No report

C. Communications Committee – Pamela Spoor – No report

The newsletter has been mailed out. Ms. Spoor stated she would like to see the newsletter go out quarterly. Please send articles to her for publication in the newsletter.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated the park looks very good for the Christmas holiday with luminary night set for December 15th. Also, a reminder the residents of Park Hills are entitled to a free day at the Behringer Crawford Museum on Saturday, December 21st.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – No Report

G. Mayor's Group Report

The next meeting is scheduled for Saturday, December 14th at 9:00 a.m. at the Crestview Hills City Building.

H. Mayor's Update

No report

XII. Old Business

Ms. Spoor stated Covington Catholic would like to put in tennis courts. Ms. Spoor would like to draft a letter to the NKAPC from the city giving its support for the courts.

XI. New Business

Mayor Catchen stated he would like to double the stipend of the Mayor and City Council Members.

The Mayor would also like to hold a dinner get together for the Mayor, Council, staff and volunteers of the city. He would like to have it catered and perhaps have a cash bar. Ms. Spoor suggested using the CCH Alumni Center. The city clerk will call to see if, and when, it is available.

X. Delegations

A. Fix the Dixie – Mayor Don Catchen – No report

B. Municipal Government League – Monty O'Hara - No report

The annual dinner was held with Thomas More's new president as the evening's emcee.

C. Northern KY Area Planning Commission – Mayor Don Catchen- No report

D. Telecommunications Board of N. KY – David Gray - No report

Business Meeting
December 9, 2013
Page 5

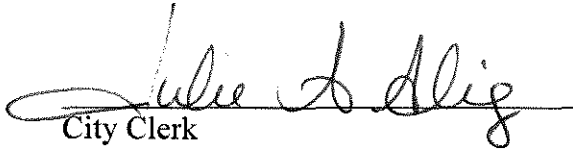
E. Northern KY Area Development District – Kathy Zembrodt – No report
F. Code Enforcement Board – David Gray – No report

8:53 Motion to adjourn from Business Meeting was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST:


City Clerk