

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, JANUARY 13, 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, GREG CLAYPOLE 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 December 9, 2013 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

A. Mr. John Chamberlin will give his audit report later in the meeting as he had a prior meeting this evening.

II. Emergency Reading; Ordinance No. 1, 2014 approving a maintenance agreement regarding the Dixie Highway project was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

III. Resolution No. 1, 2014 appointing David Finan Jr. as a part time police officer was read by Mayor Don Catchen. Motion to accept Resolution was made by Mr. O'Hara; second by Mr. Fangman and motion carried unanimously. Officer Finan was sworn in by Mayor Catchen.

IV. Department Reports

A. Police Department

Chief Stanley was not yet present at the meeting. Agenda moved to the fire department.

B. Fire Department

Chief Rigney passed out his monthly and yearly report to Mayor and Council. Chief Rigney stated the department has a Facebook page and an updated website. Ms. Zembrodt stated she was very impressed with the video pertaining to the six new members of the department. Motion to accept the fire department's report was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

C. Public Works

Mr. VonHandorf stated a 1999 Ford F350 pickup was purchased for the public works department to be used as a backup snow plow. He went on to say he is looking for a plow and salt spreader to put on the truck.

Mr. VonHandorf stated he has been seeing some of the sewer grates in the wrong direction. He has been looking them over to make sure they are all correct. The Christmas tree recycling is complete; the city recycled about 40-50 trees. Mr. VonHandorf stated that three concrete cubes would be placed near the Hamilton Road headwall as a temporary fix.

SD1 will be working on Amsterdam Road within the next couple of days. Mr. VonHandorf stated he would like to purchase several road closures and detour signs. Mr. Elkins questioned whether the newly purchased truck will be used for back up for snow plowing and asked who would be operating the truck. Mayor Catchen stated that Mike Goodridge and Regis Huth both stated they would be willing to operate the truck if needed. Anyone operating the supplement truck would be paid out of the public works fund.

Mr. VonHandorf stated so far, the city has used about 50 tons of salt and spent around \$600 in fuel for the plow truck.

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

D. City Engineer

Mr. Bayer stated Barrett Paving Co. has sent the city two pay requests for the Old State Road project. The pay requests are included in the Special Fund payments for Council's approval.

The South Arlington reconstruction plans are primarily complete. Mr. Bayer would like to coordinate with the Infrastructure Committee to get the project ready to bid. Plans for the Dixie Highway Sidewalk project were submitted to the KYTC for an encroachment permit on November 27, 2013. Pedestrian signal heads are needed for the Dixie Highway/North Arlington intersection. The cost would be \$20,000 to \$25,000 for the signal heads. Mr. Bayer met with Sturm Electric regarding the lighting for the project. The cost of installing ten light posts would be from \$100,000 to \$150,000. Mr. Bayer will submit a proposal for the lights and signal heads. The city would like to submit plans to extend the sidewalk down Dixie Highway toward Covington. Mr. Bayer also stated there are some funds available for streets that tie into Dixie Highway. He asked if Council would like to postpone the South Arlington project and see if it could be funded through this program. Council asked Mr. Bayer to find out if the city could be reimbursed for the South Arlington project at a later date and go ahead and bid the project.

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

Mr. John Chamberlin, Van Gorder & Walker Co., was present at the meeting to go over the city's 2012-2013 audit. Mr. Chamberlin went through the key points of the audit. The entire audit can be viewed at the city building and on the city's website.

E. Finance Department

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

Motion to pay the Road Fund Invoices in the amount of \$342,051.74 was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes.

Motion to pay the Municipal Road Aid Invoices in the amount of \$5,236.95 was made by Mr. Claypole; second by Ms. Zembrodt. Roll call: all ayes.

V. 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
- 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
- G. Mayor's Group Report

The next meeting is scheduled for Saturday, January 18th at 9:00 a.m. at the NKAPC (meeting will be hosted by Lakeside Park)

H. Mayor's Update

Mayor Catchen stated the county is getting a new software update which could eliminate their ability to collect the vehicle fee for Park Hills and other participating cities in Kenton County. The change could take place in June.

VI. Old Business

Ms. Spoor reminded Council it may want to look into renewing or changing garbage/recycling services as the city's contract expires June 30th.

VII. New Business

Mr. Claypole asked if the trees taken down due to the Old State Road project would be replaced. Ms. Spoor stated she would like to meet with the Tree Board in February to discuss the tree replacement for possible April planting.

Mr. Claypole relayed to Council that he knew someone who collects old electronics for recycling at no charge. He asked if Council would be interested in the service and said he could have him attend a future meeting to discuss.

VIII. Delegations

- A. Fix the Dixie – Mayor Don Catchen – No report
- B. Municipal Government League – Monty O'Hara - No report

The next meeting will be held on January 16th at the NKADD

- C. Northern KY Area Planning Commission – Mayor Don Catchen- No report
- D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange attended his first meeting last month. He stated they had the election of the 2014 officers and approval of their budget. He said the TBNK is in negotiations with TWC regarding government channels.

He also added, TBNK has a program aimed at teaching students on how to make videos, movies, etc. He says there is a very good turnout from the schools.

Business Meeting

January 13, 2014

Page 4

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

F. Code Enforcement Board – David Gray – No report

Ms. Spoor asked Mr. Gray to take a look at a section of St. Joseph Lane and Elberta Circle which have dumpsters that are not enclosed.

8:46 Motion to enter into executive session to discuss pending litigation was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

9:14 Motion to exit executive session and return to regular session was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

9:14 Motion to adjourn from Business Meeting was made by Mr. Elkins; 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, FEBRUARY 10, 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, GREG CLAYPOLE AND MONTY O'HARA
ABSENT: STEVE ELKINS
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the January 13, 2014 meeting minutes was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners - None

II. First Reading; Ordinance No. 2, 2014 approving the Mayor's expenditure of proceeds from the Public Works Reserve Fund was read in summary by Attorney McMurtry.

III. First Reading; Ordinance No. 3, 2014 amending Ordinance pertaining to alcohol sales was read in summary by Attorney McMurtry.

IV. Discussion regarding the amendment of the city's snow emergency Ordinance was moved to New Business

V. Resolution No. 2, 2014 appointing Daniel VonHandorf to full time Public Works Director was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. O'Hara; second by Mr. Fangman and motion carried unanimously. Mr. VonHandorf thanked everyone for their help and support in the starting of his new job.

VI. Resolution No. 3, 2014 allowing the Mayor to enter into a Memorandum of Understanding with Bromley regarding police services was read by Attorney McMurtry. Motion to accept Resolution was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

VII. Department Reports

A. Police Department

Chief Stanley passed out his monthly report to Mayor and Council. A letter was received by the department by a resident thanking Detective Richard Webster for a good job he had done for her.

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

Business Meeting Minutes

February 10, 2014

Page 2

B. Fire Department

Chief Rigney stated that two of the new recruits were ready to start the Kenton County Recruit School. The other four will need to graduate high school before being eligible to attend.

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

C. Public Works

Mr. VonHandorf started his report by using the following four letter words:

Snow, sand, salt, fuel and cost. The city, and surrounding areas, has seen an almost record breaking amount of snow thus far. Mr. VonHandorf has been busy with snow and ice removal. He stated the city should have enough salt left at the county to get through the remainder of the season. He has been mixing salt and sand to stretch the salt further. Vehicles parking on the street during snow emergencies have been a big issue. It makes it much more difficult to clear the streets of snow. Mr. VonHandorf affixed a plow to his personal truck and had additional help with the snow removal from the Mayor and Councilman Claypole.

Mr. VonHandorf attended a Village Green meeting last month where tree promotion and care were discussed. Mr. VonHandorf would like to offer residents branch removal by using a grinder to dispose of them.

The electrical problem on the lamp post located at the corner of South Arlington and Dixie Highway has still not been resolved. Mr. VonHandorf will contact a Duke supervisor regarding the ongoing problem.

Mayor Catchen stated he would like to appoint Mr. Jerry Dorning as a seasonal worker to help Mr. VonHandorf with snow removal. Council gave their approval.

Discussion took place regarding additional signage during inclement weather to keep vehicles off the street for plowing.

Mayor Catchen stated he would like for Mr. VonHandorf to build a cover for the three trucks and backhoe so that they are not exposed to the harsh weather. The cost would be around \$8,000 to \$9,000.

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

D. City Engineer

Mr. Bayer stated they are waiting on the weather to clear to complete the punch list on Old State Road.

Council asked Mr. Bayer to proceed with talks with Barrett Paving regarding the headwall on Hamilton Road.

Mr. VonHandorf was contacted by the owner of 822 Arlington Road based on flooding that had occurred. Mayor Catchen suggested that Mr. Bayer contact SD1 for their review of the capacity of the storm inlets and pipes along the street in front of the house. SD1 will review the conditions and contact the city.

Mr. Bayer recommended taking Len Riegler Blacktop's bid of \$277,206.70 for the upcoming South Arlington reconstruction. Motion to accept Len Riegler's bid was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes.

Business Meeting Minutes

February 10, 2014

Page 3

Mr. Bayer stated he would like to have a bid opening in time for the next Council meeting for the Dixie Highway Sidewalk and Streetscape grant project.

Motion to accept 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 for January was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

Motion to pay the Road Fund Invoices in the amount of \$8,490.02 was made by Mr. Claypole; second by Ms. Zembrodt. Roll call: all ayes.

Motion to pay the Municipal Road Aid Invoices in the amount of \$5,869.02 was made by Mr. Fangman; second by Ms. Spoor. Roll call: all ayes.

VIII. Committee Discussions

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

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

C. Communications Committee – Pamela Spoor

Ms. Spoor would like to look at ways to alert residents when there are important announcements to be made. Mention was made of putting something in the upcoming newsletter for people to send back with their contact information. Ms. Spoor asked that anyone who would like to have an article in the newsletter to please send them to her.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor just wanted to remind people that no city money is used for the plants in the park or other areas of the city. Money is made through private donations.

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, February 15th at 9:00 a.m. at the Independence Senior Center.

H. Mayor's Update

Mayor Catchen read the Brain Injury Awareness Proclamation.

IX. Old Business – None

X. New Business

A. Council discussed some of the language they would like to see in amended snow emergency and chronic nuisance Ordinances.

Ms. Spoor asked for an Ordinance regarding snow emergencies to be ready for the next meeting.

B. Attorney McMurtry stated to the Mayor and Council that he would like to implement the changes suggested by the city's auditors regarding checks and balances. Council agreed and will look into ways to meet the auditor's wishes.

C. Council asked the city clerk to get details regarding the \$1,285.55 invoice from Erlanger regarding Cincinnati Bell's 911 fees. The clerk will relay the information when it is received.

D. Mr. O'Hara and Ms. Zembrodt would like to work on the upcoming trash/recycling bid. The city's current contract with Rumpke expires on June 30, 2014.

XI. 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
Mayor Catchen stated the NKAPC elected their new officers. Mr. Chuck Eilerman is the president.

D. Telecommunications Board of N. KY – Dick Lange
Mr. Lange attended the January 18th meeting. TBNK is still negotiating with TWC regarding public education channels. So far, there has been no progress with the negotiations. Thirty-six thousand dollars was spent for new editing and sound equipment. The next meeting is scheduled for February 19th.

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

F. Code Enforcement Board – David Gray – No report

8:44 Motion to enter into executive session to discuss personnel issues was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

9:00 Motion to exit executive session and return to regular session was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

9:00 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

THE PARK HILLS CITY COUNCIL HELD A REGULAR BUSINESS MEETING ON MONDAY, MARCH 10, 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, GREG CLAYPOLE, 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

Mr. O'Hara began the meeting with prayer.

Motion to approve the February 10, 2014 meeting minutes was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Mr. John Lewis was present at the meeting to discuss computer and electronics recycling by KY eScrap. There is no fee or cost for the service. The company sets up a truck at a central location in the city where residents can drop off unwanted electronics. Council would like to set up the service for Saturday, May 17th to follow the city wide yard sale scheduled for the same day. A time will be determined.

B. Councilman O'Hara spoke in place of his wife, Anne, who was unable to make the meeting. She is concerned about solicitors going door to door after dark. Council agreed to limit solicitors to 9:00 a.m. – 6:00 p.m. during Eastern Standard Time and from 9:00 a.m. – 7:00 p.m. during daylight savings time. Motion to accept these hours of solicitation was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

II. Second Reading; Ordinance No. 2, 2014 approving the Mayor's expenditure of proceeds from the Public Works Reserve Fund was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. O'Hara; second by Mr. Fangman. Roll call: all ayes.

III. Second Reading; Ordinance No. 3, 2014 amending Ordinance pertaining to alcohol sales was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Ms. Zembrodt and motion carried unanimously.

IV. First Reading; Ordinance No. 4, 2014 increasing the Mayor's salary was read in summary by Attorney McMurtry.

V. First Reading; Ordinance No. 5, 2014 increasing Council's salary was read in summary by Attorney McMurtry.

VI. Department Reports

A. Police Department

Chief Stanley passed out his monthly report and went over it with Mayor and Council. The department completed approximately 800 house checks. The Bromley contract was signed by both cities for the Park Hills police department to provide police services at a fee of \$100,000.00 per year for three years.

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

B. Fire Department

Chief Rigney went over the key points of his report with Council. The department responded to 23 calls for service during the month and assisted Bromley with a structure fire on February 9th. Four members attended the Fire Officers weekend in Lexington. The department's training was conducted on the following topics: SCBA familiarization and confidence, Fire Officers Tactics and Hazardous Materials – conducted jointly at the Ft. Wright fire department.

The department was inspected and evaluated by ISO on March 5th with no major changes. Chief Rigney stated many insurance companies do not go by the ISO ratings but the department did make improvements including the water system and equipment and also the sprinkler system and Notre Dame Academy.

Chief Rigney stated the new truck looks good.

Ms. Spoor asked if older existing buildings are inspected. Chief Rigney stated all four families and over, as well as commercial buildings, are inspected every year in May and June. If they are in violation, they have 30 days to repair then fees/fines are issued. Park Hills uses the same schedule as the state in regards to fees/fines.

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

C. Public Works

Mr. VonHandorf thanked the residents of Park Hills for their cooperation in keeping vehicles off the street during the months' snow emergencies. Mr. VonHandorf stated this has been the third worst winter in area history. There is extra sand and salt stored at the city building should it be needed. Mr. VonHandorf stated he has used about 165 gallons of diesel fuel and put over 120 miles on the truck during the snow removal. He went on to say he would begin filling the numerous potholes when the weather permits. He removed the greens from Trolley Park and stated he has some water issues in the park to tend to.

Mr. VonHandorf passed out a drawing showing how the pipe could be extended to address the headwall problem on Hamilton Road. Mr. Bayer stated he is working with SD1 on using the extra money from the Old State Road project to fix the headwall.

Mr. VonHandorf stated SECO Electric quoted \$868.00 to restore power to the stone streetlight located at Dixie Highway and South Arlington.

The punch list for Old State Road will be completed when the weather breaks.

Discussion followed regarding the potholes on Amsterdam Road after the mill and overlay. Council would like to see companies repair and/or guarantee their work in these

cases. Mr. McMurry stated the City of Ft. Wright was looking at Ft. Mitchell's Ordinance which is more demanding and gives better dimensions pertaining to road work. Ms. Zembrodt stated she would like to have the city streets swept to remove the sand before it enters the sewers. The city clerk will get pricing from area sweepers.

D. City Engineer

Mr. Bayer stated SD1 has approved the use of the remaining matching funds (\$20,158.88) from the Old State project for removal of the headwall on Amsterdam Road. Barrett Paving's cost to complete the project is \$43,430.00. Barrett has been authorized to proceed.

A pre-construction meeting regarding the South Arlington Reconstruction was held this morning at the city building. The project will begin in the next week or so.

Motion to accept Paul Michel's bid of \$360,322.45 to do the entire Dixie Highway Streetscape and for \$67,370.00 of that amount for the alternative work to be paid out of the Municipal Road Fund was made by Mr. Fangman; second by Mr. Elkins. Roll call: all ayes

Mr. VonHandorf was contacted by the owner of 822 Arlington Road regarding flooding that has occurred. Mr. Bayer contacted SD1 on February 27th for their review of the capacity of the storm inlets and pipes along the street in front of the house. SD1 will review the conditions and contact the city.

E. Finance Department

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

Motion to pay the Road Fund Invoices in the amount of \$18,702.14 was made by Mr. Fangman; 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 – No report

Mr. O'Hara would like to schedule a meeting for March 24th at 7:00 p.m. to discuss the upcoming trash contract.

C. Communications Committee – Pamela Spoor

Ms. Spoor made a motion to expense \$200 to purchase a sign to display during Council meetings; second by Ms. Zembrodt. Roll call: all ayes

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

G. Mayor's Group Report

The next meeting is scheduled for Saturday, March 15th at 9:00 a.m. at the Ludlow Senior Center

H. Mayor's Update - None

XIII. Old Business – None

IX. New Business

Ms. Carey Kruer is asking for volunteers to organize the upcoming Memorial Day Parade. Mr. O'Hara, Mr. Claypole and Mr. VonHandorf all agreed to help.

Council approved the following Civic Association events for the year:

Easter Egg Hunt – April 12th

City wide yard sale – May 17th

Memorial Day Parade – May 26th

Pumpkin Parade – October 26th

Breakfast with Santa – December 6th

Christmas in the Park – December 14th

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

Mayor Catchen stated the NKAPC elected their new officers. Mr. Chuck Eilerman is the Chairman.

D. Telecommunications Board of N. KY – Dick Lange – No report

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

F. Code Enforcement Board – David Gray – No report

8:22 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, APRIL 14, 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, GREG CLAYPOLE AND MONTY O'HARA

ABSENT: STEVE ELKINS

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 prayer.

Motion to approve the March 10, 2014 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

I. Petitioners - None

II. Second Reading; Ordinance No. 4, 2014 increasing the Mayor's salary was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Claypole. Roll call: Mr. Fangman; abstain, Ms. Zembrodt; aye, Mr. Claypole; aye, Ms. Spoor; aye, Mr. O'Hara; aye

III. Second Reading; Ordinance No. 5, 2014 increasing Council's salary was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: Mr. Fangman; abstain, Ms. Zembrodt; aye, Mr. Claypole; aye, Ms. Spoor; aye, Mr. O'Hara; aye

Attorney Todd McMurtry had to excuse himself from the meeting early. Ordinances No. 6 through 9, 2014, Resolution No. 4, 2014 and Municipal Orders No. 1 and 2 will be read at a Special Meeting scheduled for Tuesday, April 29th at 7:00 p.m. at the city building. Also to be discussed: Bromley agreement, chronic nuisance Ordinance and litigation update.

IV. Department Reports

A. Police Department

Chief Stanley passed out his monthly report and went over it with Mayor and Council. The major cases included:

Two thefts:

Victim left her purse unsecured in her vehicle. The purse was taken and there was no activity on the credit cards; no suspects.

Another victim stated that an unknown person took phones that were delivered to her resident; no suspects.

Two cases of criminal mischief:

Victim stated that an unknown person threw an egg at his vehicle; no suspect. Another victim stated that a known juvenile poured a liquid into the gas tank of her vehicle. Victim was advised how to pursue charges.

B. Fire Department

Chief Rigney went over the key points of his report with the Mayor and Council. The Fire department responded to a total of 23 calls for service during the month of March. The most notable incident was a motor vehicle accident on Dixie Highway in which there were three patients with extrication.

Chief Rigney met with the members of the Infrastructure Committee, City Engineer, Chief Stanley, Dan VonHandorf and Elizabeth Dickman concerning the limiting of access to certain areas of Far Hills Drive.

Joint training was conducted with the Ft. Wright Fire Department at acquired properties on Old KY 17. Training was conducted on AED/CPR and utility safety.

The annual spring hydrant flushing begins on April 14th and will conclude on April 17th.

C. Public Works

Mr. VonHandorf thanked the residents affected by the road projects for their patience and cooperation. Mr. VonHandorf stated 2 ½ tons of cold patch has been used to fill potholes. Litter has been picked up on Amsterdam Road.

He is also working with the residents on Aberdeen and Sleepy Hollow regarding rain runoff. Also, working on sewer problems on Emerson Road.

Mr. VonHandorf will get with Mr. Bayer to discuss tree issues on South Arlington.

Mr. VonHandorf made a temporary fix on the fire department's leaky roof. Mayor Catchen asked him to get three bids to repair the roof.

D. City Engineer

Mr. Bayer stated a punch list walk through on Old State Road occurred on April 10th. The list of remaining items will be provided to the contractor.

Len Riegler Blacktop began work on South Arlington Road the week of March 17th. The anticipated completion date for the project is mid-June.

Requested revisions to the pedestrian signal head design for the Dixie Highway Sidewalk project were forwarded to KYTC to finalize the encroachment permit process. Michel's anticipates starting work in early May pending receipt of the KYTC encroachment permit.

Mr. Bayer contacted SD1 on February 23rd for their review of the capacity of the storm inlets and pipes along the street in front of 822 Arlington Road. SD1 will review the conditions and contact the city.

Discussion turned to the rut at the edge of the street near the beginning of Alaviva.

Mayor Catchen asked Mr. VonHandorf to fill the rut with limestone until a permanent fix can be made. Motion for Bayer Becker to begin the engineering phase on Altavia was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously. Mayor Catchen advised Mr. Bayer to meet with the Infrastructure Committee before moving forward.

E. Finance Department

Discussion regarding Public Works' expenditures took place.

Motion to accept the financial reports for March was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes.

Motion to pay the Road Fund Invoices in the amount of \$3,944.72 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes.

V. Committee Discussions

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

B. Economic Development – Monty O'Hara

Mr. Brett Gaspard with Rumpke was present at the meeting. Mr. Gaspard stated Rumpke would extend their contract for two more years at a price of \$13.63 per household per month. Residents may acquire one recycle tote and one garbage tote at no cost.

Motion to extend the Rumpke contract for two more years at the above cost was made by Mr. O'Hara; second by Ms. Spoor. Roll call: all ayes

C. Communications Committee – Pamela Spoor

Ms. Spoor would like to discuss resident communication options at the Special Meeting. She would like to get the newsletter out the first week in May.

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

Ms. Spoor stated the park looks nice and the Easter egg hunt went well.

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 12th at 9:00 a.m. at Covington's City Hall located at 20 West Pike Street.

Mr. Fangman attended the last meeting and said the Mayors were asked not to sign any agreements with ComCast and Time Warner Cable. Ms. Jenna Haverkos was also in attendance to discuss the NKAPC 2030 goals. He also said SD1 informed those in attendance that they would no longer be responsible for storm or sanitary lines under the street. Discussion regarding SD1 and the future of upcoming street projects was discussed. Ms. Spoor and Ms. Zembrodt will look into bonding for upcoming projects.

H. Mayor's Update - None

VI. Old Business – None

VII. New Business

Motion to pay the Erlanger invoice for Cincinnati Bell 911 fees, and to be marked as payment in full, was made by Mr. O'Hara; second by Mr. Fangman. Roll call: all ayes.

VIII. Delegations

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

Business Meeting
April 14, 2014
Page 4

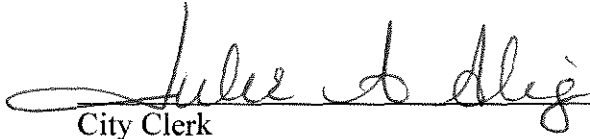
- B. Municipal Government League – Monty O’Hara - No report
A meeting will take place at the NKADD on Tuesday, April 22nd at 3:00 p.m.
C. Northern KY Area Planning Commission – Mayor Don Catchen- No report
D. Telecommunications Board of N. KY – Dick Lange – No report
E. Northern KY Area Development District – Kathy Zembrodt – No report
F. Code Enforcement Board – David Gray – No report

9:05 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 SPECIAL MEETING ON TUESDAY, APRIL 29, 2014, AT 7:00 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, MONTY O'HARA AND STEVE ELKINS ALSO PRESENT: CITY ATTORNEY TODD MCMURTRY

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. First Reading; Ordinance No. 6, 2014 addressing chronic nuisance properties was read in summary by Attorney McMurtry.

II. First Reading; Ordinance No. 7, 2014 amending the solicitation Ordinance was read in summary by Attorney McMurtry. Council would like to add petitioners to the Ordinance and have solicitors, of any type, have a visible ID on them.

III. First Reading; Ordinance No. 8, 2014 amending the Snow Emergency Ordinance was read in summary by Attorney McMurtry. Ms. Spoor asked if it could be added that notice on the website counts as notification of a snow emergency.

IV. First Reading; Ordinance No. 9, 2014 amending Ordinance to incorporate interlocal cooperation agreements for Code Enforcement was read in summary by Attorney McMurtry.

V. First Reading; Ordinance No. 10, 2014 amending the Chief of Police Ordinance was read in summary by Attorney McMurtry. Mayor Catchen asked to amend Section I (G) 2 by taking out the \$7,500 figure and stating the spending would be for the entire department. Council agreed to eliminate the entire section in question.

VI. First Reading; Ordinance No. 11, 2014 regarding Chief Stanley's Compensation and Benefits was read in summary by Attorney McMurtry. Discussion followed regarding employee's sick and vacation time. Council agreed to strike out the last sentence in Section 2 regarding sick time carry over. Council, and Mayor, would like to see the sick time re-addressed in the personnel policy.

VII. Resolution No. 4, 2014 authorizing the Mayor to execute an interlocal agreement for the Joint Code Enforcement Board was read in summary by Attorney McMurtry. Motion to accept Resolution was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

Special Meeting
April 29, 2014
Page 2

VIII. Resolution No. 5, 2014 authorizing the Mayor to execute an interlocal agreement with the City of Bromley for police services was read in summary by Attorney McMurtry. Motion to accept Resolution was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

IX. Municipal Order No. 1, 2014 establishing a purchasing procedure for the procurement of goods and services by the city was read in summary by Attorney McMurtry. Motion to accept the Order was made by Mr. O'Hara; second by Ms. Zembrodt. After further discussion, Mr. Elkins motioned to table the Order.

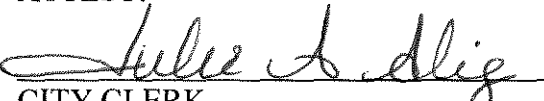
X. Mr. McHale will have to pay for a survey to determine where his property ends in order to put in a new retaining wall.

XI. Discussion regarding the Duke franchise fee will be discussed at a later meeting.

9:00 Motion to adjourn from Special 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 BUSINESS MEETING ON WEDNESDAY, MAY 14, 2014 AT 7:00 P.M. AT THE PARK HILLS CITY BUILDING, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE AND MONTY O'HARA
ABSENT: STEVE ELKINS AND SKIP FANGMAN
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY

Call to Order (Meeting began at 7:23 p.m.)

Pledge of Allegiance

Roll Call

Motion to approve the April 14 and April 29, 2014 meeting minutes was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

A. Mr. Mike Williams, Sherrill Morgan, was present at the meeting to discuss the city consolidating its insurance with other local cities to obtain a more predictable claims trend and avoid community rating. Mr. Williams gave handouts to the Mayor and Council outlining the main points of consolidation. Discussion followed. Mayor Catchen asked Ms. Spoor, Mr. O'Hara and Ms. Zembrodt to look further at the subject and give their feedback.

B. Chief Rigney stated Ms. Dickman, Dickman Garden Apartments, asked for the city's blessing on their street closure. They asked to put a gate at the end of their property on Far Hills Drive. Chief Rigney stated they had reached an agreement with Ms. Dickman and that keys to the gate would be made available to the city in case of an emergency, or as the city deems necessary to have the gates open.

Chief Rigney went on to give his report for the Fire Department. The department responded to 24 calls for service during the month of April. The most notable incident was a motor vehicle accident on Amsterdam Road. The driver hit a utility pole causing power outage.

Assistant Chief Huth attended 150 hours of training at the Fire Department Instructors Conference in Indianapolis.

Crews conducted Search and Rescue training for the Kenton County Recruit Class. The annual spring hydrant flushing has been completed.

II. First Reading; Ordinance No. 12, 2014 amending the 2013-2014 budget was read in summary by Attorney McMurtry.

III. First Reading; Ordinance No. 13, 2014 proposing the 2014-2015 budget was read in summary by Attorney McMurtry.

IV. First Reading; Ordinance No. 14, 2014 extending the Rumpke contract was read in summary by Attorney McMurtry.

V. Second Reading; Ordinance No. 6, 2014 addressing chronic nuisance properties 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.

VI. Second Reading; Ordinance No. 7, 2014 amending the Solicitation Ordinance was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

VII. Second Reading; Ordinance No. 8, 2014 amending the city's Snow Emergency Ordinance was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Mr. O'Hara and motion carried unanimously.

VIII. Second Reading; Ordinance No. 9, 2014 amending Ordinance to incorporate interlocal cooperation agreements for Code Enforcement was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.

IX. Department Reports

A. Police Department

Chief Stanley was not present at the meeting.

B. Fire Department

Chief Rigney went over his report earlier in the meeting.

C. Public Works

Mr. VonHandorf stated the South Arlington Road project will continue on Monday for the portion of the street from Mt. Allen Road to Dixie Highway. Mr. VonHandorf asked for the police department's help in moving traffic onto Dixie Highway due to the length of the red light at the intersection. Mr. VonHandorf went on to say the gate at the end of Far Hills Drive shall remain open until the construction on South Arlington is complete. Holy Cross students are helping residents with drainage issues in order to receive community service hours. A thank-you letter will go out to Mr. Alex Nieman of Holy Cross for his help.

Ms. Spoor talked about the Ash Borer disease and the impact it may have on the city. She asked if tree removal could be included in the bids of upcoming road projects. Mr. O'Hara stated he would like to look into getting a bid for bulk tree removal.

Mr. VonHandorf will be meeting with SD1 tomorrow regarding drainage issues on Sleepy Hollow and Altavia Avenue. Mr. VonHandorf stated it would cost about \$6,300 to put in a curb on Altavia Avenue.

Mr. VonHandorf is looking into having Ft. Mitchell and Edgewood help with Park Hills' street sweeping by renting the equipment and paying the driver. Ms. Zembrodt asked that the sweeping be completed before the Memorial Day Parade.

Bids to repair the street light at the corner of South Arlington and Dixie Highway came in as follows:

Special Business Meeting
May 14, 2014
Page 3

SECO: \$968.00

JAF Co.: \$680

Hoppenjans: \$256.45

Mr. VonHandorf will contact Hoppenjans to do the work

Roof bids for the city building came in as follows:

Advantage Roofing: \$4,499.00

Owens Construction: \$4,200.00

Estes: \$4,615.00

Mr. VonHandorf will contact the companies to make sure the wood is included in the bid.

D. City Engineer

Mr. Bayer was not present at the meeting.

E. Finance Department

Motion to accept the financial reports for April was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes.

Motion to pay the Road Fund Invoices in the amount of \$153,158.06 was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes.

X. 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

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

Ms. Spoor stated there is a dead tree in the Park Drive island. Mr. VonHandorf will remove the tree.

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 17th at 9:00 a.m. at the Erlanger City Building.

H. Mayor’s Update - None

XI. Old Business

Ms. Spoor asked Council to look at the numbers Attorney McMurtry provided regarding a Duke franchise. She thought by collecting a Duke franchise, the vehicle tags could be eliminated. She asked Council to think about the matter.

VII. New Business - None

VIII. Delegations

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

Special Business Meeting
May 14, 2014
Page 4

Mayor Catchen stated the Dixie Highway project should begin next week

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 – Dick Lange

Mr. Lange asked that Council take no action at this time regarding merger. TWC filed for a rate increase on their bottom tier channels. A consultant has been hired and the matter is still ongoing. He went on to say, negotiations on the TWC/ComCast for government channels will take some time. Right now, TBNK is busy with the upcoming elections.

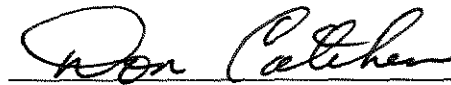
E. Northern KY Area Development District – Kathy Zembrodt – No report

F. Code Enforcement Board – David Gray – No report

8:55 Motion to enter into executive session was made by Ms. Zembrodt; second by Mr. Claypole and motion carried unanimously.

9:12 Motion to exit executive session was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.

9:12 Motion to adjourn from Business Meeting was made by Mr. O’Hara; second by Mr. Claypole and motion carried unanimously.



Mayor, Don Catchen

ATTEST:


City Clerk

THE PARK HILLS CITY COUNCIL HELD A SPECIAL BUSINESS MEETING ON TUESDAY, JUNE 10, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY

Call to Order

Pledge of Allegiance

Roll Call

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

Motion to approve the May 14, 2014 meeting minutes was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

A. Senator Chris McDaniel was present at the meeting to give an update on legislative issues.

II. Second Reading; Ordinance No. 10, 2014 amending the chief of police Ordinance 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. 11, 2014 regarding Chief Stanley's compensation and benefits was read 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. 12, 2014 amending the city's 2013-2014 budget was read by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

V. Second Reading; Ordinance No. 13, 2014 proposing the 2014-2015 budget was read by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes

VI. Second Reading; Ordinance No. 14, 2014 extending the Rumpke contract was read by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes

VII. Resolution No. 6, 2014 allowing the Mayor to enter into an agreement with Homeland Security in regards to the Fire Department Grant was read by Attorney McMurtry. Motion to accept Resolutoin was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

VIII. Department Reports

A. Police Department

Chief Stanley was not present at the meeting.

B. Fire Department

Chief Rigney went over his report.

C. Public Works

Mr. VonHandorf updated Council on road projects

D. City Engineer

Mr. Bayer was not present at the meeting.

E. Finance Department

Motion to accept the financial reports for May was made by Ms. Zembrodt; second by Mr. Fangman Roll call: all ayes.

Motion to pay the Road Fund Invoices in the amount of \$4,268.57 and the Municipal Road Aid invoices in the amount of \$481.00 was made by Ms. Zembrodt second by Mr. Fangman. Roll call: all ayes.

IX. 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

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

G. Mayor's Group Report

The next meeting is scheduled for Saturday, June 21st at 9:00 a.m. at the Crescent Springs City Building.

H. Mayor's Update - None

X. Old Business

XI. New Business - None

XII. 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 – Dick Lange

Business Meeting
June 10, 2014
Page 3

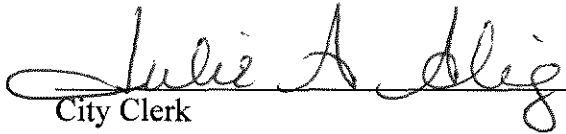
E. Northern KY Area Development District – Kathy Zembrodt – No report
F. Code Enforcement Board – David Gray – No report

8:20 Motion to adjourn from Business Meeting.



Mayor, Don Catchen

ATTEST:


City Clerk

THE PARK HILLS CITY COUNCIL HELD A SPECIAL BUSINESS MEETING ON MONDAY, JULY 14, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, 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

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

Motion to approve the June 10, 2014 meeting minutes was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Mr. Markus Resing, 518 Scenic Drive, was present at the meeting to discuss a portion of his property belonging to the city. He gave the Mayor and Council a handout showing his property boundaries. There is a small area abutting his property that he would like the city to transfer to him to maintain. Mr. Resing is planning on demolishing the existing house and building a new one on the property. The city attorney advised Mr. Resing to discuss the matter with his attorney and the city engineer. Mr. Resing stated he would and will follow up with the Mayor and Council at the next meeting.

II. Resolution No. 7, 2014; Interlocal Agreement for a joint health insurance program was read by Attorney McMurtry. Motion to accept the Resolution was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes
Ms. Spoor stated she would like to see the plan backed by insurance.

III. Resolution No. 8, 2014; Contract with Ft. Wright for EMS services was tabled.

IV. Municipal Order No. 3, 2014 approving and authorizing the grant of an easement to McHale's Catering LLC to allow the building of a retaining wall was read by Attorney McMurtry. Motion to accept Order was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes
Mr. McHale was present at the meeting.

V. Department Reports

A. Police Department

Chief Stanley passed out his yearly report binders to Mayor and Council. Chief Stanley stated Officer Finan had to resign due to a conflict of interest with the city and his state job.

B. Fire Department

Chief Rigney went over his report with Mayor and Council. The fire department responded to a total of 18 calls for service during the month of June. Crews conducted vehicle extrication training in the city building's parking lot. The emergency generator received PM Service. The application for the Homeland Security Grant has been submitted and annual inspections of all businesses and multi-family dwellings are in progress.

C. Public Works

Mr. VonHandorf was not present at the meeting due to the passing of his father.

D. City Engineer

Barrett has completed the majority of the punch-list items from the April 10th walk through of the Old State Road project. Mr. Claypole would like to see Mr. Kruse's problem addressed.

A punch-list walk through on South Arlington Road took place on July 1st with Len Riegler Blacktop and representatives from the city. The contractor has submitted pay application #3 which was provided for approval at tonight's meeting. A retainage will be held until all items are completed and accepted by the city.

Paul Michel's and Sons Construction was awarded the contract for the Dixie Highway Streetscape project. Construction started the week of July 1st and completion is anticipated by August 31st.

SD1 is in the process of reviewing the conditions of 822 Arlington Road and will contact the city with their findings.

A meeting was held at the office of Bayer Becker along with the Infrastructure Committee and Mr. Sean Blake of SD1 to discuss the proposed Altavia Avenue reconstruction project. SD1 will assess the condition of the existing storm and sanitary and contact the city to review. SD1 will continue the matching funds program with the new July 1st budget. A proposal for design of the project was provided to the city by Bayer Becker.

A meeting was held at the office of Bayer Becker along with the Infrastructure Committee and Mr. Sean Blake of SD1 to discuss the proposed Coram, Harriet and Alhambra reconstruction project.

Mr. Bayer stated the Amsterdam Road storm sewer improvement project does not include addressing the water that ponds on the street and driveways near Sleepy Hollow Road.

Mr. Blake suggested that the city submit to SD1 for matching funds to improve the drainage in this area.

Mr. O'Hara stated SD1 was doing work behind his home and has caused water to pool.

Ms. Spoor asked that a letter be written to SD1, and other utility companies, asking them to let the city know when work will be done in the city.

Mr. David Gray was present at the meeting and voiced his concern about the South Arlington Road project. He feels the same measure of standards was not used on this project as were on the Old State Road project regarding drainage. Mr. Bayer stated he will look into the matter.

E. Finance Department

Motion to accept the financial reports for June was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.

Motion to pay the Road Fund Invoices in the amount of \$4,694.57 was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes.

VI. 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

Ms. Spoor would like to meet with Chief Stanley regarding a city notification system.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor asked Council to consider a reserve fund for the park/beautification. Motion to create a reserve fund for the park/beautification was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes

E. Historic Preservation Committee – Pamela Spoor

Ms. Spoor let Council know that her daughter, Iris, wrote an article on Park Hills' history which is featured in the Heritage Magazine. The magazine is available at Joseph-Beck Booksellers. Congratulations Iris!

F. Personnel Committee – Skip Fangman – No Report

G. Mayor's Group Report

The next meeting is scheduled for Saturday, July 19th at 9:00 a.m. in Edgewood's lower level conference room.

H. Mayor's Update

Mayor Catchen asked Council if they would entertain the idea of building a shelter with picnic tables on the grassy area next to Trolley Park. Ms. Spoor stated she would like to see that anything built would keep the same style as the existing structures in the park. Mayor Catchen asked Council to keep it in mind.

VII. Old Business

A discussion took place on how to collect vehicle tag fees now that the county can no longer administer the service. Several suggestions were discussed but no decision was reached.

XI. New Business - None

XII. 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

Mayor Catchen reminded Council that the NKAPC has changed its name to the Planning and Development Services of Kenton County. (PDS)

Business Meeting

July 14, 2014

Page 4

D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange stated there is not a lot of activity at the moment. He expects things to heat up in the fall with the possible transfer of Time Warner to Comcast Corporation. Mr. Lange will attend the next meeting this Wednesday.

E. Northern KY Area Development District – Kathy Zembrodt

Ms. Zembrodt will look over the proposal for street striping.

Ms. Zembrodt brought up the email that was sent by Ms. Niemer on Exter Drive. Ms. Niemer stated in her email that cars are speeding on the street and, with the cars parked on the street, it makes it difficult to see what is ahead as you approach South Arlington. Ms. Zembrodt does not feel speed bumps are the answer but perhaps moving the No Parking sign further up the street will help alleviate the problem. Chief Stanley stated he will look at the signs and see if he agrees.

F. Code Enforcement Board – David Gray

Mr. Gray stated the Mayor will receive a letter from Ms. Stacy Tapke allowing an alternate on the joint Code Enforcement Board.

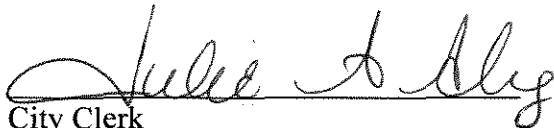
9:00 Motion to enter into executive session to discuss pending or threatened litigation and/or to discuss employee matters was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

9:49 Motion to adjourn from executive session and business meeting was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A SPECIAL BUSINESS MEETING ON MONDAY, AUGUST 11, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, STEVE ELKINS AND MONTY O'HARA
ALSO PRESENT: SITTING IN FOR ATTORNEY TODD MCMURTRY WAS ATTORNEY ELIZABETH MCCORD; ALSO PRESENT CITY ENGINEER, JAY BAYER

A Public Hearing was called regarding the Municipal Road Aid Expenditures. There were no written or oral comments.

Business Meeting:

Mr. O'Hara began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

7:00 Motion to enter into executive session to discuss pending litigation was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

9:08 Resumed Regular Meeting with no action taken

Motion to approve the July 14, 2014 meeting minutes was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Mr. Mike Box, Montague Road, was present at the meeting to discuss the speeding issue on Montague Road. He believes the current speed limit of 15 mph is too slow. He suggested possibly changing it to 20 mph and also installing speed bumps. Mr. O'Hara stated when the problem was addressed in the past, the residents were unable to come to an agreement on how to solve the problem. Ms. Spoor added; Covington has refused to install speed bumps on their side of the road. Discussion took place about possible making the road one way going up. Mr. Box asked Council to add better signage and more police patrol. Ms. Spoor stated she would continue to talk with Covington regarding this ongoing problem.

Discussion continued regarding the erosion problem near Mr. Box's property. He stated a sewer was put in some years ago and now, when water comes down the hill, it is directed onto Mr. Box and Mr. Abel's property. He asked if the water could be redirected.

B. Ms. Vivian Kappas was unable to attend the meeting; Ms. Spoor relayed to Council her concern. Ms. Kappas was unhappy about the bush hog that damaged a hedge in the front of her property and asked Council to consider some type of compensation to replace the hedge.

II. First Reading; Ordinance No. 15, 2014 setting the 2014 tax rates was read by Attorney McCord.

III. Resolution No. 8, 2014 contracting EMS services through Ft. Wright was read in summary by Mayor Catchen. Motion to accept Resolution was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

IV. Resolution No. 9, 2014 approving the transfer of Time Warner Cable to Comcast was read in summary by Mayor Catchen. Motion to accept Resolution was made by Mr. Claypole. With lack of a second, motion did not carry.

V. Department Reports

A. Police Department

Chief Stanley passed out his report to Mayor and Council. Chief Stanley began by stating he agreed speed bumps would help with the speeding problem on Montague Road. He went on to say, he would have extra patrol on the road; especially in the morning hours. Chief Stanley stated that Sgt. Grigson was going to attend a breakfast in Dry Ridge on Thursday, August 14th if anyone was interested in joining him.

Chief Stanley readdressed the complaint from Ms. Niemer on Exter about the speeding problem. He believes most of the speeding comes from the residents since it is a No Outlet street. His recommendation is lowering the speed limit to 15 mph and adding speed bumps. The Infrastructure Committee can look into and make a recommendation.

The owner of 1208-1212 Elberta Circle was present at the meeting. She stated Elberta Circle was at one time a dedicated street in the city. Ms. Spoor stated the streets were never repaired to the city's standards, therefore, were never approved to be re-dedicated. Attorney McCord stated she, and Attorney McMurtry, would look into the matter. Discussion took place regarding the placement of a security gate on Scenic Drive. Mr. Resing was present at the meeting and stated the gate is right next to his driveway. The matter will be looked into.

Chief Stanley stated that Officer Finan had to resign due to a conflict of interest with his other job. Officer Hagedorn retired on July 30th. Chief Stanley asked Council for permission to hire two new full-time officers. Motion to allow the Chief to hire two new officers while staying within their budget was made by Mr. Claypole; second by Ms. Zembrodt and motion carried unanimously.

Chief Stanley went on to ask Council for permission to purchase two new police cruisers. Motion to allow the Chief to purchase one cruiser out of their budget and finance the other cruiser was made by Mr. Claypole; second by Ms. Zembrodt. Roll Call: all ayes. Motion to allow the Chief to purchase several signs to place on stop signs stating that if you roll through a stop sign, you will be fined was made by Mr. O'Hara; second by Mr. Claypole. Roll Call: all ayes.

Ms. Spoor and Greg Claypole would like to meet with the Chief and someone from the city of Covington to address the Montague Road speeding problem.

B. Fire Department

Chief Rigney went over his report with Mayor and Council. The fire department responded to a total of 28 calls for service during the month of July. Chief Rigney met with representatives from EAD's fencing concerning the entry gate at Scenic and Cecelia. All inspections of the multi-family dwellings in the city have been completed. The rear bay door opener was repaired saving \$1,100 in outside repair costs. Chief Rigney was happy to report that the department was approved for a Federal Grant in the amount of \$37,960.00; the department will only have to match \$1,198.00.

C. Public Works

Mr. VonHandorf thanked everyone for the cards and kind words after the passing of his father last week.

Mr. VonHandorf updated the Mayor and Council on some of the projects going on in the city. SD1 is currently working on Amsterdam Road. South Arlington still has several issues that need to be addressed and the light at the bottom of the street has finally been repaired.

Mr. VonHandorf stated the roads will be striped and added that brush/branches hanging over the roadways need to be addressed.

Mayor Catchen asked Mr. VonHandorf to contact the gentleman who is to do the fire department roof repair and have him get started.

D. City Engineer

Mr. VonHandorf covered a lot of engineering items. Mr. Bayer stated that Barrett has completed the majority of the punch-list items from the April 10th walk thru of the Old State Road project. A second site walk was performed on June 10th to review the completed work along with the storm sewer work on Amsterdam Road. It is anticipated that Barrett will complete all remaining punch-list items no later than October 1st. A punch-list walk thru was performed on July 1st with Len Riegler Blacktop and representatives from the city on South Arlington Road. The contractor has begun to perform the corrective work in order to close out the project.

E. Finance Department

Motion to accept the financial reports for July was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.

Motion to pay the Road Fund Invoices in the amount of \$3,994.99 was made by Mr. O'Hara; second by Mr. Claypole. Roll call: all ayes.

VI. 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
- D. Parks, Beautification and Recreation Committee – Pamela Spoor – No report
- E. Historic Preservation Committee – Pamela Spoor – No report

Business Meeting
August 11, 2014
Page 4

F. Personnel Committee – Skip Fangman – No Report

G. Mayor's Group Report

The next meeting is scheduled for Saturday, August 16th at 9:00 a.m. at the golf courses of Kenton County.

H. Mayor's Update – No report

VII. Old Business - None

XI. New Business - None

XII. 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 – Dick Lange – No report

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

F. Code Enforcement Board – David Gray – No report

10:44 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 CITY OF PARK HILLS HELD A SPECIAL MEETING ON SUNDAY, AUGUST 17, 2014 2013 AT 7:00 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. MONTY O'HARA ENTERED THE MEETING AT 7:12. ALSO IN ATTENDANCE: ATTORNEY JEFF MANDO AND ATTORNEY ELIZABETH MCCORD.

Call to Order

Pledge of Allegiance

Roll Call

I. 7:06 Motion to enter into executive session to discuss pending litigation was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

II. 7:23 Return to Special Meeting

III. Motion to accept Resolution No. 10, 2014 authorizing and directing the Mayor and City Clerk to execute settlement agreements and releases between the City of Park Hills and Charter Oak Fire Insurance Company, and the City of Park Hills and Amy Schworer, for the purpose of resolving pending litigation was made by Ms. Spoor; second by Mr. Fangman. Roll Call: All ayes.

7:31 Motion to adjourn from Special 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 BUSINESS MEETING ON MONDAY, SEPTEMBER 8, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, STEVE ELKINS AND MONTY O'HARA ALSO PRESENT: ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Mr. O'Hara began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

Ms. Spoor read a prepared letter explaining the Schworer case and its settlement outcome.

Motion to approve the August 11 and August 17, 2014 meeting minutes was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

I. Petitioners

A. Mr. Tim Broering, TBNK, was present at the meeting to discuss the transfer of control of Time Warner Cable to Comcast and the transfer of Comcast to Charter Communications. Resolutions to approve these transfers are to be read after Mr. Broering explains to Council what the transfers entail and how it will affect the city. Mr. Broering explained the transfers would not affect cable rates. The only benefit of passing the Resolutions, he said, was to help with some rewiring issues at the TBNK.

II. Second Reading; Ordinance No. 15, 2014 setting the 2014 tax rates 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. Resolution No. 9, 2014 approving the transfer of Time Warner Cable to Comcast was explained earlier in the meeting by Mr. Broering. Motion to accept Resolution was made by Mr. O'Hara; second by Ms. Spoor. Mr. Fangman voted against and motion carried.

IV. Motion to accept Resolution No. 11, 2014 approving the transfer of Comcast to Charter Communications was made by Ms. Spoor; second by Mr. Elkins. Mr. Fangman voted against and motion carried.

V. Resolution No. 12, 2014 appointing Jena Price to full time officer was read by Mayor Catchen. Motion to accept the Resolution was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.

VI. Resolution No. 13, 2014 appointing Jeffery Hagedorn to full time officer was read by Mayor Catchen. Motion to accept Ordinance, upon receipt of approval letter from the

KRS, was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously. Officer Hagedorn was sworn in by Mayor Catchen.

VII. Department Reports

A. Police Department

Chief Stanley passed out his report to Mayor and Council. Chief Stanley also passed out price information for the purchase of body video cameras for the officers. He stated the cameras would record any incident involving the police and the public. He would like each officer to have their own camera to avoid any confusion. Motion to allow the chief to purchase seven cameras was made by Mr. Fangman; second by Mr. Claypole. Roll call: all ayes

Chief Stanley stated he would talk with those involved in the Miles n' Smiles walk tomorrow to make sure everyone is on the same page.

B. Fire Department

Chief Rigney went over his report with Mayor and Council. The fire department responded to a total of 24 calls for service during the month of August.

Two fire department members are currently attending regional training scholls. Recruit Pennington is enrolled in EMT class and Recruit Kaelin is enrolled in the Kenton County Recruit class.

The daytime staff painted hydrants on Sleepy Hollow Road and just completed the annual fall flushing of all hydrants in the city.

Completed bench project for the firehouse front.

Chief Rigney told Council he would like to replace the Explorer as it is getting old and is need of constant repair. He would like to purchase another Explorer at a cost of around \$25,472.00. Motion to allow Chief Rigney to purchase new vehicle was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

C. Public Works

Mr. VonHandorf updated the Mayor and Council on some of the projects going on in the city. SD1 completed work on Amsterdam Road. 822 South Arlington is still under review. A walk through on Old State Road showed several things that still need to be done; also an issue with a parking pad. A small punch list still exists for the South Arlington Road project. The Dixie Highway project is moving along fine.

Mayor Catchen stated he called the winner of the fire department roof bid twice and he has never shown up to do the job. The Mayor would like to award the bid to someone else. Motion to approve the withdrawal of acceptance for the original roof bidder and allow the Mayor to enter into an agreement with another contractor was made by Mr. O'Hara; second by Mr. Elkins. Roll call: all ayes

Ms. Zembrodt stated the gate on Scenic Drive will be moved down to their "Private Drive" sign.

D. City Engineer

Mr. VonHandorf covered most of the engineering items. Mr. Bayer stated that Michels began construction on the Dixie Highway the week of July 1st and has installed all the storm sewers and the new curb and sidewalk for approximately 70% of the project. Work will continue on North Arlington in the next several weeks.

The use of Sturm Electric to design the lighting system for the project was approved by KYTC prior to the city contracting with them. The city was notified by KYTC that they will now require a design firm that is prequalified with KYTC to prepare the plans. A proposal from KLH has been provided to the city to complete the permit process for the lighting.

E. Finance Department

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

Motion to pay the Road Fund Invoices in the amount of \$2,682.25 was made by Mr. Claypole; second by Ms. Zembrodt. Roll call: all ayes.

Motion to allow KHL to prepare lighting plans at a cost not to exceed \$6,500 was made by Mr. Claypole; second by Ms. Zembrodt. Roll call: Mr. Fangman: nay; Ms. Zembrodt: aye; Mr. Claypole: aye; Ms. Spoor: aye; Mr. Elkins: aye; Mr. O'Hara: aye. Motion carried.

VIII. 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

Ms. Spoor asked Council to look over the Schworer letter she read at the beginning of the meeting and give their input.

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

Attorney McMurtry is looking over the report and draft from American Legal regarding the city's codification of the Ordinances.

G. Mayor's Group Report

The next meeting is scheduled for Saturday, September 20th at 9:00 a.m.

H. Mayor's Update – No report

Mayor Catchen told those interested about the "Taste of Kenton County" to be held at the Covington branch library on September 25th. You may make your reservation ahead of time for \$25, or pay \$30 at the door. The clerk will email the information to Council.

IX. Old Business - None

X. New Business - None

XI. 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 – Dick Lange – No report

Mr. Broering filled Council in at the beginning of the meeting.

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

Mr. Gray stated a training session will be held Thursday at 4:30 with the CEB meeting to follow at 6:00.

8:55 Motion to adjourn from business meeting was made by Ms. Spoor; second by Mr. Claypole and motion carried unanimously.



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, OCTOBER 13, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, STEVE ELKINS AND MONTY O'HARA ALSO PRESENT: ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Mr. O'Hara began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the September 8, 2014 meeting minutes was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

I. Petitioners

A. Mr. and Mrs. Amend, Exter Drive, were present at the meeting to discuss plans on how to reduce the speeding problem on Exter Drive. They claim eliminating parking across the street from their home would put a burden on them and their visitors. They would rather see speed humps and a lower speed limit. Mr. Amend also suggested a stop sign at the top of Irish Rose before it turns into Exter.

Chief Stanley stated he would like yellow lines painted where parking is prohibited. Ms. Zembrodt believes speed humps are too expensive. Mayor Catchen asked Mr.

VonHandorf to paint the curb and put up a stop sign at Exter Drive's entrance. He would also like to have an Ordinance drafted to lower the speed limit to 15 mph.

II. First Reading; Ordinance No. 16, 2014 to set up a reserve fund for Parks/Beautification and the Tree Board was read in summary by Attorney McMurtry.

III. Department Reports

A. Police Department

Chief Stanley passed out his report to Mayor and Council. Chief Stanley stated one person was charged with trafficking marijuana within 1,000 feet of a school.

B. Fire Department

Chief Rigney went over his report with Mayor and Council.

The department responded to a total of 21 calls for the month of September.

Fire department members completed 146 hours of training this month while attending several regional training schools, continuing education seminars and weekly drills.

New PPA equipment from the AFG Grant is currently being finalized for order.

The fire department will host its 60th annual Halloweenie festivities in the fire department Halloween night from 6:30 – 8:30.

Chief Rigney told Council he would like them to stop by the fire department and check out the new kitchen area which is just about complete.

C. Public Works

Mr. VonHandorf updated the Mayor and Council on some of the projects going on in the city. The concrete on Dixie Highway is complete with a few spots to be filled in where the sidewalk and street meet.

South Arlington still has a few issues including a wall, and a tree stump, which need attention.

A fuel pump was installed on the generator. One hundred tons of salt has been ordered for the upcoming winter weather; twenty-three tons of salt is still left over from last year. The roof repair is scheduled to begin on Friday.

D. City Engineer

Mr. VonHandorf covered most of the engineering items. Mr. Bayer stated that the Old State Road project is 99% complete and a retainer will be held until completion of the punch list items.

Michel's has completed the majority of work for the Dixie Sidewalk Project. The city was notified by KYTC that they will now require a design firm that is prequalified with KYTC to prepare the plans. The city has selected KLH to perform this work. KLH is in the process of evaluating the existing lighting conditions and a meeting will be scheduled to discuss the findings.

SD1 plans on adding an additional catch basin and replacing the lead pipe to the existing storm sewer to alleviate the current drainage issue at 822 Arlington Road.

Preliminary layout has begun on the Altavia reconstruction. A meeting was held with SD1 and the city on October 10th. Mr. Bayer will wait to see how the Infrastructure Committee would like to proceed.

E. Finance Department

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

Motion to pay the Road Fund Invoices in the amount of \$221,097.25 was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes.

IV. Committee Discussions

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

B. Economic Development – Monty O'Hara

Discussion regarding the proposed zoning change to a portion of Dixie Highway took place. Mr. O'Hara asked why a zone change was requested and then repealed. Attorney McMurtry explained the real estate agent asked for the change to be canceled until it is determined who buys the property and what it will be used for. He went on to say, the current zone does not anticipate drive thru use. Ms. Spoor believes a zone change should be made to include drive thru windows. Attorney McMurtry will check into possibly rescheduling the hearing.

C. Communications Committee – Pamela Spoor

Ms. Spoor handed out information to Council regarding a community notification system. Phone-Tree has a one-time cost of \$2,000.00 would cover installation and full tech support. Ms. Spoor will continue to do research on the system. Motion to spend up to \$2,100.00 on a community notification system was made by Mr. Elkins; second by Mr. O'Hara. Roll call: all ayes

D. Parks, Beautification and Recreation Committee – Pamela Spoor – No report
Ms. Spoor stated planting is being done before winter

E. Historic Preservation Committee – Pamela Spoor
Ms. Spoor handed out plans for the new tennis court at Covington Catholic High School. Mr. O'Hara stated a walking path from Old State Road to Dixie Highway would be a nice addition.

F. Personnel Committee – Skip Fangman – No Report
Attorney McMurtry is looking over the report and draft from American Legal regarding the city's codification of the Ordinances.

G. Mayor's Group Report
The next meeting is scheduled for Saturday, October 18th at 9:00 a.m. at the Park Place in Pride Park, Taylor Mill

H. Mayor's Update – No report

V. Old Business - None

XI. New Business

Ms. Spoor would like to have a Park Hills' residents museum day again at the Behringer Crawford Museum and would like to have the children's Christmas party at the museum on the same day.

Motion to set Trick-or-Treat hours in Park Hills from 6:00 pm – 8:00 pm on October 31st was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

XII. 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 – Dick Lange – No report

Mr. Lange stated since the September meeting was canceled there isn't much new news. The merger issues are being resolved and upcoming elections are keeping the TBNK busy.

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

Mr. Gray gave Council and Mayor an update on ongoing Code Enforcement Board citations. The next meeting will be held on Wednesday, October 15th.

8:22 Motion to adjourn from business meeting was made by Mr. Fangman; second by Mr. Elkins and motion carried unanimously.

Business Meeting
October 13, 2014
Page 4



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, NOVEMBER 10, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, STEVE ELKINS AND MONTY O'HARA ALSO PRESENT: ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Mr. O'Hara began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the October 13, 2014 meeting minutes was made by Mr. Fangman; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

A. Mr. John Chamberlin, auditor with Van Gorder Walker & Co., was present at the meeting to go over the audit with Mayor and Council. Mr. Chamberlin stated the city was in good financial shape. A copy of the audit can be found on the city's website.

B. Ms. Tina Niemer, a resident of Exter Drive, was present at the meeting to ask Council to reconsider installing speed humps on Exter Drive. She states many cars, including the school bus, continue to speed up and down the street despite the new stop signs. The police department and Council are continuing to work on solutions to the speeding problem including painting the curb as no parking near the fire hydrant. The city also plans to reduce the speed limit to 15 mph.

II. Second Reading; Ordinance No. 16, 2014 to set up a reserve fund for Parks/Beautification and the Tree Board was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

III. First Reading; Ordinance No. 17, 2014 reducing the speed limit on Exter Drive to 15 mph was read by Attorney McMurtry. The placement of the stop signs will be added to an amended Ordinance for second reading.

Mayor Catchen introduced Matt Mattone, Mayor elect, at the meeting. Mayor Catchen met with Mr. Mattone yesterday and also this morning. Mayor Catchen wanted to make sure Mr. Mattone has a smooth transition into his new role. The Mayor went on to say, he does not want to see the city divided but to be unified and to progress and succeed. Mr. Mattone thanked everyone for making him feel welcome. He is looking forward to working with everyone and went on to thank Mayor Catchen for his years of service to the city and his willingness to stand with him as stewards of Park Hills.

IV. Department Reports

A. Police Department

Chief Stanley passed out his report to Mayor and Council. Chief Stanley stated there was an assault incident at the apartments. The department had 1231 business and house checks and less than 200 calls for the month for other issues.

B. Fire Department

Chief Rigney went over his report with Mayor and Council.
The department responded to a total of 25 calls for the month of October.
Crews assisted with the NKY Regional Recruit class Search and Rescue drill.
The new roof was installed and damaged wood replaced on rear bay area.
Department members conducted Public Education activities at Julie Center and the Pumpkin Parade. Fire drills were held at both high schools.
The annual service testing of apparatus and equipment has been completed.
The department hosted the monthly NKY Fire Chiefs' meeting.
The 60th annual Halloweenies event was held at the Firehouse on Halloween.
Motion to paint curbs 15 feet on both sides of fire hydrants was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

C. Public Works

Mr. VonHandorf updated the Mayor and Council on his activities and some of the projects going on in the city. The brake repair on the salt truck will cost around \$1,900.
Mr. VonHandorf stated he would like to put the city logo on the smaller truck and use for snow as it is easier to maneuver and would also extend the life of the larger truck/plow.
The back hoe is also in need of new brakes.
Mr. VonHandorf asked Council to consider selling the grey Chevy utility truck. He would like to put the money from the sale into his reserve fund. The truck has 73,000 miles on it; he estimates its worth at around \$3,000 - \$5000.
The sheds in the back have been moved; he would like help going through them to see what can be discarded.
A survey needs to be done for all the signs in the city as new reflective signs will be required by 2019. He stated debris needs to be cleared so that street signs are visible and would also like the signs on Dixie Highway to have larger print.
Mr. VonHandorf went on to say that SD1 is getting stricter on the debris that is going into the sewers and would like residents to be aware.
The Old State punch list items have been resolved. South Arlington still has a wall and topsoil issue.
The Dixie Streetscape Project is coming down to the lighting and landscape.
Motion to advertise the grey Chevy dump truck for sale was made by Mr. Fangman; second by Mr. Elkins. Roll call: all ayes.

The city has several lots for sale. Motion to renew the contracts to sell for six months was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

D. City Engineer

Mr. VonHandorf covered most of the engineering items. Mr. Bayer stated that Barrett Paving has submitted its final pay request for the Old State Road project. A punch list walk thru was performed on July 1st with Len Riegler Blacktop and representatives from the city on South Arlington Road. The contractor has completed the majority corrective work in order to close out the project. A retainage will be held until all items are completed and accepted by the city.

Michel's has completed the majority of work for the Dixie Sidewalk Project. KLH is continuing to progress the revised lighting submittal to KYTC with plans to submit in the coming weeks. Mr. Bayer and Council discussed the lighting issues on Dixie Highway. Mr. Fangman stated he would like to schedule an Infrastructure Meeting to discuss further.

SD1 plans on adding an additional catch basin and replacing the lead pipe to the existing storm sewer to alleviate the current drainage issue at 822 Arlington Road.

Preliminary layout has begun on the Altavia reconstruction. A meeting was held with SD1 and the city on October 10th. This project is currently on hold until the completion of Harriet, Coram and Alhambra.

Preliminary design has begun and a meeting was held with SD1 and the city on October 10th regarding the Coram, Harriet and Alhambra reconstruction project. The 50/50 storm sewer cost sharing with SD1 will be reviewed by SD1's board on November 18th.

Preliminary plans have been issued to all of the utility companies to coordinate any possible upgrades or relocations. The Thelen proposal was not signed this evening; it will be inspected at a later time.

E. Finance Department

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

Motion to pay the Road Fund Invoices in the amount of \$122,305.07 was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes.

Motion to pay the Municipal Road Aid invoice in the amount of \$3,200.00 was made by Mr. O'Hara; second by Ms. Spoor. Roll call: all ayes.

V. Committee Discussions

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

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

C. Communications Committee – Pamela Spoor

Ms. Spoor has been looking into emergency communication systems. Some residents seem concerned that their information will be shared. The company Ms. Spoor has been working with assured her, in writing, that no information is ever shared. The main goal of the system is to notify residents of emergencies or other important city news. Ms. Spoor is still looking into this.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated that since October 28th through last Friday, about 2,000 bulbs have been planted in the green spaces of the city. All plants are paid for through private donations

and are planted by volunteers. She went on to say, three River Birches have been planted across from the park to help with drainage issues on the hillside. Volunteers are trying to make a "no mow" zone on the hillside for safety and to help prevent erosion by using existing plants and grasses.

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 15th at 9:00 a.m. at the Kenton County Extension Office.

H. Mayor's Update – No report

VI. Old Business - None

VII. New Business

Ms. Zembrodt stated she would like to look into bonding for a loan rate of 3 ¼ - 3 ½% for road projects. She states you can receive up to a 60% reduction in rates by bonding. Mayor Catchen asked Ms. Zembrodt and Ms. Spoor to continue looking into.

XII. Delegations

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

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

C. Planning and Development Services of Kenton County – Mayor Don Catchen
Covington Catholic High School applied to the PDS for approval of their outdoor lighting; Council approved the outdoor lights several years ago. The PDS stated the zone could not erect buildings taller than 60 feet; the lights are 90 feet tall. The school is asking the city to send PDS a letter stating it did not intend for light poles to be included as buildings. City Council agreed and a letter will be sent.

D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange stated the sale of the cable is moving along and the franchise review committee is putting the finishing touches on the agreement. Charter will be the final operator. The next TBNK meeting is scheduled for Wednesday, November 19th.

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


F. Code Enforcement Board – David Gray

There were four citations issued to the apartments (Far Hills & Elberta Circle); they did not issue an appeal. They will be on Thursday's CEB agenda.

Mayor Catchen relayed a letter to Council from Judge Arlinghaus requesting donations for the 911 memorial. The Mayor asked Council to keep in mind if they would like to make a contribution.

8:36 Motion to adjourn from business meeting was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

Business Meeting
November 10, 2014
Page 5



Mayor, Don Catchen

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 8, 2014 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR DON CATCHEN PRESIDING. COUNCILMEMBERS PRESENT: SKIP FANGMAN, KATHY ZEMBRODT, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA (MR. O'HARA ARRIVED AT 8:17)
ABSENT: GREG CLAYPOLE
ALSO PRESENT: ASSISTANT TO CITY ATTORNEY, KYLE WINSLOW AND CITY ENGINEER, JAY BAYER

Ms. Zembrodt began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the November 10, 2014 meeting minutes was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

I. Petitioners - None

II. Second Reading; Ordinance No. 17, 2014 lowering the speed limit on Exter Drive to 15 mph was read by Kyle Winslow. Motion to adopt Ordinance, with the amendment of removing the stop signs, was made by Ms. Spoor; second by Mr. Fangman and motion carried unanimously.

III. Department Reports

A. Police Department

(Police Department report was given after the engineer's report) Chief Stanley passed out his report to Mayor and Council. He also passed out a letter from Bryan Allen, Police Chief of Villa Hills. The letter thanked Officer Jack Prater for his assistance in catching a person stealing from residents and businesses along River Road.

Chief Stanley stated that Wednesday would be Officer Ricky Grigson's last day with the department. Officer Grigson will be moving with his family to Florida. He asked that Council allow him to hire a part time officer. Applications for the position are to be in by Friday.

B. Fire Department

Chief Rigney went over his report with Mayor and Council.

The department responded to a total of 12 calls for service during the month of November.

Two members attended the Officers Leadership Symposium.

Fall maintenance of all fire hydrants has been completed.

Chief Rigney made application to the KY Fire Commission Thermal Imager Program. Recruit Alec Kaelin successfully completed the NKY Regional Fire Recruit Class. Mr. Kaelin is a third generation fire fighter. Congratulations to Alec!

A list has been made of the hydrants for curb painting. Chief Rigney stated a call was made to the department from an apartment building on Hamilton Road. The building tested positive for carbon monoxide and was evacuated. One person was sent to the hospital. A faulty furnace was to blame and Duke was called. Ms. Spoor asked the Chief to explain some of the symptoms of carbon monoxide poisoning. Chief Rigney stated it is a colorless, odorless gas which makes it hard to detect. Most people experience flu like symptoms. The Chief advised residents to install carbon monoxide detectors in their homes.

C. Public Works

Mr. VonHandorf updated the Mayor and Council on his activities and some of the projects going on in the city. Salt has been ordered and the snow emergency signs have been put up. The sheds have been cleaned out with the help of Carey Kruer and Greg Claypole. Ms. Carol Bethel will come to help sort out some of the items. The luminary supplies will be picked up. The park has been decorated for luminary night with the help of Ms. Millie Fangman, her brother Bob and Ms. Spoor.

The back hoe received new brakes and is back in service.

The Water District is marking Alhambra, Coram and Harriet for the upcoming road project.

Mr. VonHandorf contacted a sign salesperson for pricing on the reflective signs the city will be required to install. The reflective covers are \$19.22 each and around thirty are needed.

Ms. Dixie Meyers, manager of the Elberta apartments, was present at the meeting and asked if several large potholes on St. Joseph Lane could be repaired. Mr. Winslow, sitting in for Attorney McMurtry, stated it is not the city's responsibility to repair the street. Further investigation will take place before any repairs are made.

D. City Engineer

Riegler has completed the punch list items from the July 1st walk thru. Their final pay request has been submitted to the city for approval.

The city is waiting on Duke Energy to provide leasing information on the overhead cobra head light fixtures. A one-time cost of \$9,000 will be needed to replace the existing street lights with LED lighting. The Infrastructure Committee will meet to discuss.

The 50/50 storm sewer cost sharing with SD1 was approved by SD1's board on November 18th. Bayer Becker received authorization from the Water District for the water main design on November 13th. These plans will be incorporated with the street improvement plans. A meeting with the Infrastructure Committee will be arranged to discuss final design elements and set the date for the street meeting with residents.

E. Finance Department

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

Motion to pay the Road Fund Invoices in the amount of \$39,840.13 was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes.

Mayor Catchen invited his wife Missy, daughter Paige, Ms. Spoor and Mrs. Fangman to the front of the meeting. He wanted to publicly thank them for all their hard work in maintaining the park. He wanted everyone to know that these four individuals are responsible for almost all of the upkeep of the park. He went on to ask for volunteers as his wife was promoted at work and won't be able to devote as much time. Volunteers are always welcome!

Next, Mayor Catchen asked Police Chief Stanley, Fire Chief Rigney and Public Works Director, Dan VonHandorf to the front. He asked to shake their hands and thank them for their hard work and for making his job as Mayor easier.

Mayor Catchen thanked Council women Ms. Zembrodt and Ms. Spoor for helping to make remarkable changes to the city's financial situation. Both put in a lot of time to help the city save money. He went on to thank Mr. Fangman for his work on Council and also to tell him what a great friend he is. He thanked Mr. Elkins and Mr. O'Hara also for their time on Council. Mayor Catchen stated he enjoyed his time as Mayor and loves the city in which he lives. He asked that the new Mayor and Council continue to work together for the good of Park Hills.

IV. 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
- D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor thanked Mr. VonHandorf, Millie Fangman, Paige and Missy Catchen for their help in getting the park ready for luminary night. She went on to inform everyone that on December 14th; Park Hills' residents can enjoy a free day at the Behringer Crawford Museum.

- 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 20th at 9:00 a.m. in Crestview Hills.

H. Mayor's Update

Mayor Catchen thanked the city and assistant city clerk for all the work they do for the city.

V. Old Business - None

VI. New Business

Mr. Claypole was unable to attend tonight's meeting and asked Ms. Spoor to read a letter for him. Mr. Claypole thanked Mayor Catchen and the rest of Council for all they did in the last four years.

Ms. Zembrodt asked if a stripe could be painted down the center of Exter Drive to help with the speeding issue. Mayor Catchen asked Mr. VonHandorf to paint the line. Mayor Catchen swore in the new Mayor and Council.

VII. Delegations

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

B. Municipal Government League – Monty O'Hara

Mr. O'Hara attended the annual meeting. He stated that the insurance pool numbers look good so far.

C. Planning and Development Services of Kenton County – Mayor Don Catchen
No report

D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange stated everything is moving along well at the TBNK. They renewed their building lease for another five years and new equipment has been installed. A bill passed by the General Assembly in 2006 prohibiting franchise fees was upheld which is good for cities. The ruling is expected to be appealed.

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

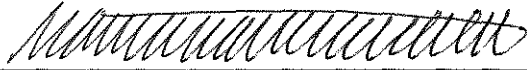
F. Code Enforcement Board – David Gray

The Board met on December 10th. Park Hills had three properties with citations. 1200-1204 Elberta fixed their gate on their dumpster; 1208 Far Hills removed the two tires from the playground.

1208-1212 Far Hills did not contest their citation and was fined \$600. The next meeting will be held on Thursday, December 18th; if no progress is made, fines will be doubled. A retaining wall and paint issues at 1039 Altavia Avenue will be re-addressed at the next meeting.

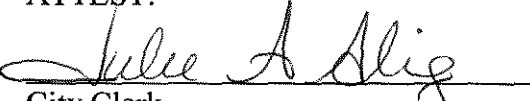
Ms. Spoor gave a thank you to Mayor Catchen for all his hard work the last four years and knew that he had to make some courageous decisions during his term. Members of the audience and Council also thanked Mayor Catchen.

8:40 Motion to adjourn from business meeting was made by Ms.Zembrodt; second by Mr. Elkins and motion carried unanimously.



Mayor, Matt Mattone

ATTEST:



City Clerk