

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JANUARY 12, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, STEVE ELKINS AND GREG CLAYPOLE
ABSENT: SKIP FANGMAN AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Ms. Spoor began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

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

I. Petitioners

A. Mr. Arnold Horne, owner of Complete Appliance, was present at the meeting to ask the Mayor and Council if it would be possible for him to rent out the second floor of his business located at 1450 Dixie Highway. Attorney McMurtry advised Mr. Horne to contact him, or the city clerk, for directions on how to proceed through the PDS.

II. First Reading; Ordinance No. 1, 2015 closing and vacation certain portion of the unimproved public right of way of Scenic Drive was read in summary by Attorney McMurtry.

III. Resolution No. 1, 2015 appointing James Seibert as part time officer was read by Attorney McMurtry. Motion to accept Resolution was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously. Officer Seibert was sworn in by Mayor Mattone.

IV. Executive Order No. 1, 2015; Mayor's appointment of Council standing Committees was read by Attorney McMurtry.

V. Executive Order No. 2, 2015; Mayor's appointment of delegations, representatives, boards and commissions was read by Attorney McMurtry

VI. Municipal Order No. 1, 2015 re-appointing the Tree Board Members was read by Attorney McMurtry. Motion to accept Order was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

VII. Municipal Order No. 2, 2015 appointing the representative and alternate representative to the PDS was read by Attorney McMurtry. Motion to accept Order was made by Mr. Claypole; second by Ms. Zembrodt and motion carried unanimously.

VIII. Municipal Order No. 3, 2015 re-appointing Richard Lange as TBNK representative was read by Attorney McMurtry. Motion to accept Order was made by Ms. Spoor; second by Mr. Elkins and motion carried unanimously.

IX. Municipal Order No. 4, 2015 re-appointing Mike Conway as Tree Board Chairperson was read by Attorney McMurtry. Motion to accept Order was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously.

X. Municipal Order No. 5, 2015 appointing Mr. Phillip Ryan as representative to the Kenton County Planning Commission (KCPC) was read by Attorney McMurtry. Motion to accept Order was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.

XI. Department Reports

A. Police Department

(Police Department report was given after the fire department's report) Chief Stanley passed out his report to Mayor and Council.

Several vehicles had items taken from them. One vehicle had a firearm taken and it has been entered into the national database as stolen.

Another subject stated that an unknown person removed his firearm from his residence. It has also been entered into the database as stolen.

A victim stated that a known subject removed her credit card and removed money from her account. The victim then became uncooperative with the police.

An officer on patrol located subjects who were attempting to break into a soda machine. One of the subjects had a warrant and was arrested.

A victim stated that an unknown person removed her iPad from her residence while having construction work done. No suspects in the case.

The department is currently working on 3 burglaries. There has been an arrest made in one of the burglaries; investigation continues on the others.

Chief Stanley encouraged residents to check out the department's facebook page and went on to say the communication system set up by Detective Webster was going well.

B. Fire Department

Chief Rigney went over his report with Mayor and Council.

The department responded to a total of 16 calls for service during the month of December.

The department members conducted Building Construction training at the site of a newly built home.

The department continued to monitor all fire hydrants with potential leaking issues and updated maps of surrounding first due areas with hydrant information.

Chief Rigney went over his 2014 yearly report with Mayor and Council. Most notable events were as follows:

The department was awarded, and received, a \$37,960.00 grant for the purchase and acquisition of new personal protective equipment sets and hose.

In March, 2014, the department was evaluated by the ISO and was upgraded to a Class 4 rating. The department now joins 150 other agencies that comprise the upper 14% of all fire departments in Kentucky.

As 2014 began, the department's pickup truck Unit 649 was retrofitted and had a custom utility body installed.

The firehouse kitchenette was relocated and updated to better utilize existing space and make the area more functional for daily use and special events.

A park bench was purchased and installed by the members and the rear bay roof was repaired and had new shingles and a vent installed.

A breakdown of the yearly runs was also provided in the report.

C. Public Works

Mr. VonHandorf updated the Mayor and Council on his activities and some of the projects going on in the city. He thanked Ms. Carol Bethel and Councilman Claypole for their help with the Christmas luminaries. He went on to thank Ms. Carey Kruer, Councilwoman Spoor, Missy and Paige Catchen and Ms. Millie Fangman for all their help with the Christmas in the park.

Christmas tree recycling/mulching will be available through January 15th. Trees may be dropped off at the green space across from Trolley Park.

Salt has been ordered and delivered.

Mr. VonHandorf received two more bids for new stop sign covers. The best came in at \$19.20 per sign.

The old street car tracks are continued to be worked on.

Cincinnati Bell is working on fiber optics in the city.

SD1 agreed to help with Amsterdam Road's ponding issue near Sleepy Hollow.

The Chevy truck was put out for bid with no response; bid ad will be revised and re-published.

D. City Engineer

Michel's has completed the majority of the work for the sidewalk project on Dixie Highway. Their pay request has been submitted for Council's approval. KLH is finalizing the revised lighting submittal to the KYTC with electrical and lighting plans to submit in the coming weeks. The city is waiting on Duke Energy to provide leasing information on the overhead cobra head light fixtures.

The detailed construction documents and specifications for the Coram, Harriet and Alhambra Reconstruction Project are being completed; the plans will be submitted to SD1 in the coming weeks. The 50/50 storm sewer cost sharing with SD1 was approved by SD1's board on November 18th. Bayer Becker submitted preliminary water main plans to NKWD and has received comments. These plans will be incorporated with the street improvement plans. A meeting with the Infrastructure Committee is tentatively planned for Thursday, January 29th at 6:00 or 7:00 pm. at the CCH Alumni Center.

E. Finance Department

Motion to pay the Road Fund Invoices in the amount of \$61,564.65 and the Municipal Road Aid invoices in the amount of \$2,161.35 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes.

XII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman – Not present

B. Economic Development – Monty O'Hara – Not present

C. Communications Committee – Pamela Spoor – No report

Mr. Elkins will replace Ms. Spoor as Communications Committee Chair

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor thanked Missy Catchen and Mr. VonHandorf for taking down the Christmas decorations from the park.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – Not present

G. Mayor's Group Report

The next meeting is scheduled for Saturday, January 17th at 9:00 a.m. at the PDS to be hosted by the City of Lakeside Park

H. Mayor's Update

Mayor Mattone thanked everyone for their help in preparing for this evening's meeting. He feels very welcomed by the members of Council and went on to thank former Mayor, Mr. Don Catchen for his help and mentoring. He looks forward to making Park Hills the most beautiful city in Northern Kentucky.

XIII. Old Business

Mr. Claypole asked what Council would like to do regarding the Public Works truck that received no bids. Online auction is permissible according to Attorney McMurtry. The city clerk will look into.

XIV. New Business

Ms. Zembrodt made a motion to increase the meal allowance while in training from \$25 per day to \$31.00 per day; second by Ms. Spoor. Roll call: all ayes.

Discussion on how to collect the vehicle fee since the County is no longer able to was discussed. Several options were brought up and will be looked into.

XV. Delegations

A. Fix the Dixie – Mayor Matt Mattone – No report

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

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
- No report

D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange stated the board will meet on January 21st. One to two new board members will be appointed. Officer nominations are also coming up.


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

F. Code Enforcement Board – David Gray
1039 Altavia Avenue was issued a citation in October for painting and retaining wall issues. They were given until December 11th to make the repairs. All repairs were made and no fines were issued. 1208-1212 Far Hills did not abate their problems. Next month, their fines will be doubled.

8:22 Motion to enter into executive session was made by Mr. Claypole; second by Mr. Elkins and motion carried unanimously.

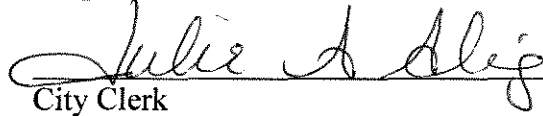
8:54 Motion to exit executive session was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

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



Mayor, Matt Mattone

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 9, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, STEVE ELKINS, GREG CLAYPOLE, SKIP FANGMAN AND MONTY O'HARA ALSO PRESENT: CITY 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 January 12, 2015 meeting minutes was made by Ms. Zembrodt; second by Mr. Claypole and motion carried unanimously.

I. Petitioners – None

II. Second Reading; Ordinance No. 1, 2015 closing and vacating a certain portion of the unimproved public right of way of Scenic Drive was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.

III. Resolution No. 2, 2015 appointing Joseph Wilder as a full time officer was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously. Officer Wilder was sworn in by Mayor Mattone.

IV. Resolution No. 3, 2015 authorizing the Mayor to execute an interlocal agreement for the coordination and consolidation of the collection of municipal occupational license fees and taxes was read in summary by Attorney McMurtry. Motion to accept Resolution was made by Mr. Claypole; second by Mr. Elkins and motion carried unanimously.

V. Executive Order No. 3, 2015 appointing a Mayor Pro Tem was tabled.

VI. Department Reports

A. Police Department

Chief Stanley passed out his report.

One victim stated that an unknown person removed a set of speakers from his vehicle. As of now, there are no leads in the case.

Another victim stated her son took her vehicle without permission. The son was located driving the vehicle and was arrested.

A subject in poor health passed away.

Webster was investigating burglaries that had occurred in the city. He advised residents, through email, to contact police if they saw anything suspicious. A neighbor contacted

police and 2 juveniles were caught committing a burglary. The juveniles have been charged. All three burglaries are believed to be related.

Sergeant Webster and Officer Prater attended a two day inventory class.

Chief Stanley asked Council how they want to dispose of the two old cruisers. Motion to allow the chief to disperse of the property legally, including donation, was made by Mr. Fangman; second by Ms. Spoor. Roll call: all ayes

B. Fire Department

Chief Rigney went over his report with Mayor and Council.

The department responded to a total of 21 calls for service during the month of January.

The department received notification of a \$3,200.00 grant from the KY Fire Commission for the purchase of a Thermal Imaging Camera.

The department received notification of a new staff vehicle delivery. Chief Rigney would like to use the old 2005 Crown Vic for training purposes.

One member is enrolled for the upcoming KY EMT-B class.

Chief Rigney has made contact with Gateway Community for the possible use of the old school building on Old State Road for training purposes. He has not heard back from them yet.

C. Public Works

Mr. VonHandorf updated the Mayor and Council on his activities and some of the projects going on in the city. He stated the street light at the Gateway school was once again working.

He informed people that Duke would have subcontractors working on gas lines during February and March. The workers will be through Southern Cross; Mr. VonHandorf reminded residents to make sure the workers have proper identification on them.

Amsterdam Road's ponding issues near Sleepy Hollow are being addressed by Mr. Bayer and SD1. The NKWD will replace a water main on Sleepy Hollow.

The grey service truck was sold for \$3,500.00

D. City Engineer

KLH has finalized the revised lighting submittal to KYTC with electrical and lighting plans for the Dixie Highway project.

SD1 plans on adding an additional catch basin and replacing the lead pipe to the existing storm sewer to alleviate the current drainage issue. More information regarding the repair will be provided as it becomes available.

A street meeting was held on January 28th with the residents of Coram, Harriet and Alhambra to inform them of the upcoming project and discuss residents' concerns. The water main plans have been approved by NKWD and were advertised for bids on February 5th. The bid opening for the water main project will follow two weeks later. The water line plans have been incorporated with the street improvement plans. The detailed construction documents and specifications are being finalized for the street project with bids to be presented to Council at the March meeting.

E. Finance Department

Motion to transfer \$100,000.00 from the General Fund to the Reserve Fund was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes

Motion to accept the financial reports from January was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously. Mr. Fangman stated he would be in favor of purchasing a lap top for the Mayor's and Council's use. Ms. Spoor asked that three bids be submitted.

Motion to pay the Road Fund Invoices in the amount of \$12,477.50 and the Municipal Road Aid invoices in the amount of \$2,173.43 was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes.

VII. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman discussed the retaining wall on Scenic Drive and will be looking into a text amendment which would limit the height of retaining walls. An Infrastructure Committee meeting will be scheduled to discuss.

B. Economic Development – Monty O'Hara – Not present

C. Communications Committee – Pamela Spoor – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – Not present

G. Mayor's Group Report

A Special Meeting is scheduled for Saturday, February 14th at the Crestview Hills City Building.

H. Mayor's Update

Mayor Mattone thanked everyone for their help and is looking to get more residents involved with the city.

VIII. Old Business

Discussion took place regarding the collection of Vehicle Fees. Ms. Spoor stated she would like to have them for sale at the city building in the month of September. That would mean just one stop for residents who come to the city building to pay their real estate taxes.

Ms. Zembrodt is still researching bonds for the upcoming street projects.

Motion to transfer the \$1,244.09 from the "due to parks/beautification fund" in the general fund to the Parks/Beautification Reserve Fund was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes.

IX. New Business

X. Delegations

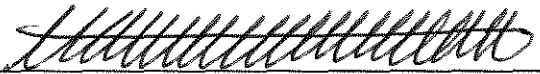
A. Fix the Dixie – Mayor Matt Mattone – No report

- B. Municipal Government League – Monty O’Hara – No report
- C. Planning and Development Services of Kenton County – Mayor Matt Mattone
 - No report
- D. Telecommunications Board of N. KY – Dick Lange
- Mr. Lange was not present at the meeting
- E. Northern KY Area Development District – Kathy Zembrodt – No report
- F. Code Enforcement Board – David Gray
- Mr. Gray was not present at the meeting

8:23 Motion to enter into executive session was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.


8:59 Motion to exit executive session was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.

9:00 Motion to adjourn from business meeting was made by Mr. Elkins; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Matt Mattone

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MARCH 9, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, SKIP FANGMAN AND MONTY O'HARA
ABSENT: STEVE ELKINS AND CITY CLERK, JULIE ALIG
ALSO PRESENT: FILLING IN FOR CITY ATTORNEY, TODD MCMURTRY, WAS KYLE WINSLOW AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to allow Ms. Spoor to fill in for city clerk in the taking of the minutes was made by Ms. Zembrodt; second by Mr. Claypole and motion carried unanimously.

Motion to approve the February 9, 2015 meeting minutes, with one change, was made by Ms. Zembrodt; second by Mr. Fangman and motion carried unanimously.

I. Petitioners

Mr. Jim Jenkins, longtime resident who resides on Audubon Road, was present at the meeting to personally thank the police department and public works for the excellent work they did during this year's snow emergencies. Mr. Jenkins went on to say, he, and his wife Judy, are concerned about the new event center that is to be built next to the club house in Devou Park. They believe the combination of a 200 seat event center, along with the golf center, will bring down the value of the properties around them. They are not opposed to the center, but think the location could be problematic. They have met with Covington officials who have listened to their concerns. They are asking that the city council monitor the project to minimize the impact of the expansion on Park Hills; especially Audubon residents. Ms. Spoor will send a plan of the proposed development to the council members. Mayor Mattone will meet with Covington's city commissioner, Mr. Larry Klein regarding the project and will report back to council in hopes that the city can be more of a partner than observer. Mr. O'Hara asked if Covington had proposed any improvement to Montague Road. He also asked for a list of interested residents for communication purposes. Mr. Jenkins will send a contact list to the city clerk. Ms. Zembrodt also questioned if the city can limit construction traffic. Mr. O'Hara pointed out that the city has a weight limit on vehicles not delivering in Park Hills.

Mayor Mattone read a letter he received from a child in Park Hills. The letter requested that the stickers usually found in the Easter Eggs during the annual hunt be replaced with candy. A request will be made to the Civic Association.

II. First Reading; Ordinance No. 2, 2015 enacting the new nuisance code, was read in summary by Kyle Winslow.

Mr. Winslow mentioned he had spoken with Ms. Spoor and Ms. Zembrodt regarding the Ordinance content. He also spoke with Mr. Chris Schneider at the PDS. Ms. Spoor said we will make sure the chronic nuisance and the zoning and criminal nuisance all interface

and work smoothly before passage. Ms. Spoor encouraged all of council to read the Ordinance and comment to Mr. Winslow. She also asked that Mr. David Gray, Joint Code Enforcement Board Representative, also receive a copy.

III. Executive Order No. 3, 2015 appointing Mr. Skip Fangman as Mayor Pro Tem was read by Mr. Kyle Winslow.

IV. Department Reports

A. Police Department

Chief Stanley advised council to be circumspect in public discussion of open matters. The department is working on conformation of policies for accreditation. Lieutenant Cox and Officer Seibert are attending a weapons class. The detailing of the new cruisers is finished. The new Bromley service stickers are in. The chief is still considering donating the two old cruisers. The department needs to purchase two more cameras from the Police Reserve Fund in the amount of \$1,100.00. The chief is looking into grant opportunities for "Safe School Routes". Chief Stanley will be "locked up" on April 15th at the Bonefish Grill to benefit the Muscular Dystrophy Association. Ms. Zembrodt made a motion to expense up to \$1,500.00 from the Police Reserve Fund for new cameras; second by Ms. Spoor. Roll call: all ayes. Mr. Gray thanked Detective Webster for his email notifications.

B. Fire Department

The new staff vehicle was picked up in Frankfort with the help of Chief Stanley. Chief Rigney stated he was in contact with Gateway and they will allow the fire department to use the old school for nondestructive training purposes. Mr. Claypole brought up the idea of giving away carbon monoxide detectors with the city contributing up to \$250.00. Chief Rigney stated they only give to residents owning a single family dwelling. Mr. Claypole made a motion that the city put up \$250.00 with a \$250.00 match from the fire department for the purchase of carbon monoxide detectors; second by Mr. Fangman. Roll call: all ayes. Chief Rigney described a heroic action by fire department staff which saved an unborn baby's life. Mr. Fangman made a motion that the Mayor do a commendation of the men involved via City Resolution; second by Ms. Zembrodt and motion carried unanimously.

C. Public Works

Mr. VonHandorf stated the last snow fall constituted 260 miles of plowing. The layers of ice necessitated many trips. Mr. VonHandorf was assisted by Jerry Dorning, Greg Claypole, Mayor Mattone and Don Catchen. It was noted that Mr. Claypole be added as a driver on the city's insurance policy. Detective Webster's email notifications were a big help in notifying residents of the snow emergency.

Mr. VonHandorf will begin filling the numerous pot holes left due to the weather. A meeting was held with SD1 regarding Amsterdam Road. The traffic route for the Coram, Harriet and Alhambra project will be over Aberdeen Road.

Mr. O'Hara and Ms. Zembrodt discussed the need for a shift change after 12 hours of plowing the streets. Mayor Mattone wants to make sure Mr. VonHandorf has the support he needs in terms of staffing.

Mr. Claypole brought up problems incurred due to obstruction on the right of ways and suggested a backup camera for the plow truck. Mr. VonHandorf will look into.

Ms. Spoor asked that the snow emergencies stay in effect longer until all the streets are cleared. It is better for large vehicles to not be obstructed by snow drifts.

D. City Engineer

The state has approved the city's lighting plan for Dixie Highway. One more pole will be added; the LED lights will cost \$2,780.00 per fixture for nine units. The city had to accomplish meeting the state light standards and therefore had to improve the lighting on Dixie Highway. The city will pay Duke Energy to perform the work.

The NKWD will do the water main work on the Coram, Harriet and Alhambra project at their own cost. A preconstruction meeting will take place on March 12th with the NKWD. Bayer Becker estimated the cost of the project to be about \$520,000.00. The lowest bid, from Straight Edge, came in at \$451,754.00. They are highly recommended by Bayer Becker. The storm water portion will run about \$62,000.00 which SD1 will pay 50% of. Motion to approve Straight Edge's bid was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes

Mr. O'Hara recommended also going with the bid upgrade to replace the laterals. He will leave the decision to the discretion of the Infrastructure Committee. The motion was amended to include this aspect. Roll call: all ayes

SD1 will improve and repair the pavement due to the flooding issue on Amsterdam Road. The cost is \$7,000.00 to be split 50/50 between SD1 and the city. Motion to proceed with the repair was made by Mr. O'Hara; second by Mr. Fangman. Roll call: all ayes. Mr. Bayer will contact SD1.

E. Finance Department

Ms. Zembrodt went over the financials. She would like to have all the cash accounts on one sheet and would also like to see the Creighton Fund activity.

Ms. Zembrodt would like money used for the backhoe be paid out of the public works equipment maintenance instead of the vehicle maintenance line. She asked Mr. VonHandorf to mark on his VISA invoices which departments should be charged for certain purchases.

Ms. Spoor would like to see a summary of outstanding debt on a monthly basis for Mayor and council.

Motion to pay the Road Fund Invoices in the amount of \$6,888.75 was made by Ms. Zembrodt; second by Mr. Claypole. 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 – Steve Elkins

Motion to expense \$150.00 for the purchase of a banner/flag for City of Park Hills identification at council meetings was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

Discussion regarding an upcoming city newsletter took place. Ms. Spoor sent some old newsletters to Mr. Elkins for review. Mr. Jason Reser also stated he would like to help in the preparation of the newsletter. Quarterly publications are traditional. The next newsletter should address the Easter Egg hunt and the Memorial Day Parade.

- D. Parks, Beautification and Recreation Committee – Pamela Spoor – No report
- E. Historic Preservation Committee – Pamela Spoor – No report
- F. Personnel Committee – Skip Fangman – Not present
- G. Mayor's Group Report

Mayor Mattone stated the Mayor's Group Meeting on March 21st in Covington will discuss support of the proposed subdivision regulations.

H. Mayor's Update

Mayor Mattone attended a Fix the Dixie meeting and met with PDS officials for an update on studies pertaining to Park Hills.

VI. Old Business

Motion to sell colored static vehicle stickers in the clerk's office during the month of September was made by Ms. Zembrodt; second by Ms. Spoor and motion carried unanimously. Mr. Winslow stated the Ordinance will need to be amended to show where the sticker is to be placed and also to change the month of collection. Property taxes, vehicle fees and animal licenses will all be due in the month of September.

VII. New Business

Motion to approve the following 2015 Civic Association events:

Easter egg hunt – March 28th

Memorial Day Parade – May 25th

Pumpkin Parade – October 25th

Polar Express/Museum day – December 6th

Christmas in the Park – December 13th; alternate December 20th

was made by Mr. Fangman; second by Ms. Spoor and motion carried unanimously.

VIII. Delegations

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

Next meeting is on March 12th

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
- No report

D. Telecommunications Board of N. KY – Dick Lange
The election results from January's meeting are as follows:

Chair – Beth Sewell

Vice Chair – John Hammons

Secretary – Richard "Dick" Lange

Time Warner has closed its main office in Covington due to a franchise agreement violation.

Promotion of community use and the cable lawsuit were the main discussions of the February meeting.

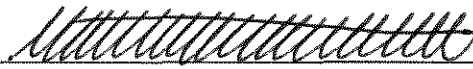
E. Northern KY Area Development District – Kathy Zembrodt – No report

F. Code Enforcement Board – David Gray

There were three Park Hills properties in violation:

1208 and 1212 Far Hills Drive and 1010 Amsterdam Road. Mr. Gray stated the next meeting is Thursday. He will look into why these properties are not on that meeting's agenda as they have not been abated.

9:06 Motion to adjourn from business meeting was made by Ms. Spoor; second by Ms. Zembrodt and motion carried unanimously.



Mayor, Matt Mattone

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, APRIL 13, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, GREG CLAYPOLE, SKIP FANGMAN, STEVE ELKINS AND MONTY O'HARA ALSO PRESENT: CITY 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 March 9, 2015 meeting minutes, with changes, was made by Ms. Zembrodt; second by Mr. Claypole and motion carried unanimously.

I. Petitioners

Mr. Jack Toeppen was present at the meeting to discuss concerns he had with his business's zoning. Mr. Toeppen's business, located at 1460-1470 Dixie Highway, is currently zoned as Highway Commercial. One of the businesses, Zigtronics, moved out of the building, hence, there is a space for lease. Some of the businesses interested in occupying the space include: a landscape company, concrete company, kitchen appliance cleaning, silkscreen business and a blacksmith. Mr. Toeppen would rather not have another garage there; rather, something that works better with the city. He doesn't want the new business to increase the traffic. He asked if Council would consider a text amendment to accommodate a new type of business. Mayor Mattone stated he would look to see what types of businesses other local municipalities have in their HC zones. Mr. O'Hara, Economic Development, will also look into.

II. The second reading of Ordinance No. 2, 2015 enacting a nuisance code, was tabled until further review by the City Attorney.

III. Emergency Reading; Ordinance No. 3, 2015 authorizing the expenditure of funds from the police department maintenance and replacement reserve fund was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Elkins; second by Ms. Zembrodt. Roll call: all ayes.

IV. First Reading; Ordinance No. 4, 2015 changing the registration date for dogs and cats was read in summary by Attorney McMurtry.

V. First Reading; Ordinance No. 5, 2015 changing the due date for the vehicle license fee and issuance of sticker was read in summary by Attorney McMurtry.

VI. First Reading; Ordinance No. 6, 2015 establishing procedures for the collection of ad valorem taxes, including penalties and interest for late payment was read in summary by Attorney McMurtry.

VII. First Reading; Ordinance No. 7, 2015 closing and vacating a certain portion of the unimproved public right of way was read in summary by Attorney McMurtry.

VIII. Resolution No. 4, 2015 recognizing the Fire Department members' outstanding service was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. Fangman; second by Ms. Zembrodt and motion carried unanimously.

IX. Department Reports

A. Police Department

Chief Stanley had passed out his report prior to the meeting for Council to look over. Highlights of the report include:

Robbery: Two subjects robbed a pizza delivery driver. The suspects were located and taken to HQ where they confessed and were lodged in jail.

Suicide: Resident caused harm to them self which resulted in death.

Theft by deception: Local business received two personal checks that were written on a closed account.

Theft of a firearm: Subject states that his firearm was stolen from his residence. The firearm was entered into the national computer as stolen. Suspect is related to the victim.

Non-criminal death: Resident was found unresponsive and it was determined to be natural causes.

Criminal mischief: Victim states that juveniles broke a piece of glass on a vending machine. The juveniles have been identified.

Bromley cases:

Theft: Victim states that an unknown subject used a novelty \$100.00 bill to purchase delivered pizzas. Victim realized it was not real when he returned to his vehicle. The subjects fled and could not be identified.

Theft of identity: Victim states that a relative obtained her information and was withdrawing money from her account.

Several Easter decorations were taken from the park. A license plate number was obtained and the items were returned.

B. Fire Department

A letter to the department from Mr. Mark Koenig was read by the city clerk. The letter thanked the fire department members for helping him drain water out of his basement and garage after a heavy rain and a blocked sewer line. They also stopped back a few hours later to make sure everything was under control and brought a squeegee to help clean up the residue.

A total of 36 calls for service were received during the month of March. The incidents were broken down by type on the activity report.

The new Thermal Imager from the state grant has been delivered and prepared for service. Crews are currently conducting training on the new equipment.

The new staff vehicle has been completely outfitted and placed in service.

New weather stripping has been placed on all garage bay doors.

The spring hydrant flushing will be conducted this week from 8 a.m. to 4 p.m. daily.

C. Public Works

Mr. VonHandorf stated he surveyed the city for dead and/or dangerous trees. There are a lot of safety concerns regarding trees that are in danger of falling; including trees on Amsterdam Road that need to be removed by the city. Mr. VonHandorf would like to use Tommy's Tree Service to remove these trees. Mr. Fangman stated he would like to have more than one bid. Ms. Spoor suggested that Mr. VonHandorf to use money budgeted for tree removal first and then expense the \$1,500.00 from equipment rental if needed to remove the most dangerous trees on city property as soon as possible. Mr. Fangman motioned for this and to go with Mr. VonHandorf's recommendation; second by Mr. Claypole. Roll call: all ayes

Mr. VonHandorf asked if he could have some part time help this spring with weeding, mulching, grass cutting, etc. Chief Rigney gave permission for Mr. Josh Davis to help Mr. VonHandorf when needed. Attorney McMurtry stated if the money was in the budget, Mr. VonHandorf was able to use it as needed.

Mr. VonHandorf stated the water main phase of the Coram, Harriet and Alhambra project was moving along nicely.

Mr. VonHandorf met with SD1; work on Amsterdam Road near Sleepy Hollow will begin soon to help fix the ponding issue. SD1 has agreed to a 50/50 match.

Mr. VonHandorf is also talking with SD1 regarding water problems on Audubon Road due to past work.

Motion to transfer the money from the sale of the Chevy Truck (\$3,500.00) from the general fund to the public works reserve fund was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

The \$550.00 for the backup camera for the public works truck will be paid out of equipment purchase.

Discussion followed regarding the street sweeping for before, and after, the parade.

Mr. VonHandorf stated he would like to install cameras on lower Amsterdam Road because of the litter/dumping there; also near the park to monitor decorations and other park structures.

Ms. Zembrodt stated she would like to see the mirror go back up at the curb on Jackson; also a strip down Exter Drive. Ms. Spoor would also like the curb on Jackson painted yellow to indicate "No Parking".

Mr. VonHandorf stated he would remove the "Snow Emergency" signs.

Senator, Chris McDaniel arrived at the meeting to give a legislative update. Senator McDaniel briefly went over House Bills recently passed.

D. City Engineer

KLH has completed their design for the Dixie Highway Streetscape lighting. Approval for the encroachment permit was received on March 20th. Duke Energy is in the process of submitting for the overhead lighting on the east side of the street. The city is waiting on revised costs from Michels and Bluegrass Electric on the redesigned street lighting.

Straight Edge Construction has been selected for the roadway reconstruction of Harriet, Coram and Alhambra. They will begin construction the week of May 18th. The project is expected to last approximately 3 months.

The topographic survey and base map for the Altavia Avenue reconstruction project are complete. SD1 has been videoing the lines in the vicinity. Project design is currently on hold.

Discussion turned to who is responsible for Bayer Becker's invoice regarding inspections of plans on a slope of 20% or greater. Ms. Spoor would like the cost to be the responsibility of the applicant, not the city. Attorney McMurtry stated he would look into the matter to see what changes in the code would have to be made to forward this cost.

E. Finance Department

Motion to approve the financial reports for the month of March was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes

Motion to pay the Road Fund Invoices in the amount of \$6,928.27 was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes.

X. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman

Mr. Fangman thanked Ms. Zembrodt and Mr. Claypole for all their time attending meetings for the Harriet, Coram and Alhambra project. Mayor Mattone thanked Mr. Fangman for the same.

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

C. Communications Committee – Steve Elkins

Mr. Elkins would like to schedule a meeting to discuss the upcoming city newsletter.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor thanked Mrs. Millie Fangman, and an anonymous donor, for help in financing the lighting and electric in Trolley Park. Expert Irrigation will submit an estimate for the work.

A lengthy discussion followed regarding plans for a bike trail. Ms. Zembrodt made a motion to use \$3,000.00 from the Parks/Beautification fund and another \$2,000.00 from the grant writing fund and an additional \$3,000.00 source for use in obtaining a grant and estimates to help with the trail; second by Ms. Spoor. Roll call: all ayes

E. Historic Preservation Committee – Pamela Spoor

Ms. Spoor will meet with a Cincinnati based company regarding filming in Park Hills.

F. Personnel Committee – Skip Fangman – No report

G. Mayor's Group Report

SD1 is looking into returning to their previous procedures for fixing private lines from the right of way to the street. The cost would be covered by SD1 but a rate increase would likely go into effect.

H. Mayor's Update

Mayor Mattone met with fellow Mayors, Hatter and Wynn and also attended a transportation workshop.

He met with Mr. Larry Klein of Covington to discuss the Devou Park Club House.
The Mayor met with Judge Knochelman and Trey Grayson.
He attended an Infrastructure Committee meeting regarding the Harriet, Coram and Alhambra project. The Mayor went on to thank Bayer Becker and Mr. VonHandorf for a seamless project.
He attended a budget meeting and is now in the process of looking over the new Ordinance codification and reading the city's minutes.
The Mayor announced the Grand Marshall's of the Memorial Day Parade will be Don and Missy Catchen.
The Mayor read a letter from a young resident thanking the city for adding candy to the Easter Eggs at this years' hunt.

XI. Old Business

Mr. Fangman stated he met with the contractors regarding the laterals on Coram, Harriet and Alhambra. A motion was made by Mr. Claypole to replace all the laterals on the streets at \$2,300 per lateral; second by Mr. O'Hara. Roll call: all ayes

XII. New Business

Ms. Zembrodt will continue to look at bonding options for the city's upcoming road projects.

VIII. Delegations

- A. Fix the Dixie – Mayor Matt Mattone – No report
Main discussion centered on the state's inequity of funding for Kentucky roads, 911 systems and communication issues.
- B. Municipal Government League – Monty O'Hara – No report
- C. Planning and Development Services of Kenton County – Mayor Matt Mattone
- No report
- D. Telecommunications Board of N. KY – Dick Lange – Not present
- E. Northern KY Area Development District – Kathy Zembrodt – No report
- F. Code Enforcement Board – David Gray – Not present


9:51 Motion to enter executive session to discuss pending litigation and/or personnel issues was made by Mr. Fangman; second by Mr. Claypole and motion carried.

10:35 Motion to adjourn from business meeting.



Mayor, Matt Mattone

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 11, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING.
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, GREG CLAYPOLE, SKIP FANGMAN, STEVE ELKINS AND MONTY O'HARA
ABSENT: PAMELA SPOOR
ALSO PRESENT: CITY 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 April 13, 2015 meeting minutes, with changes made at the May 11, 2015 meeting, was made by Mr. O'Hara; second by Ms. Zembrodt and motion carried unanimously.

I. Petitioners

A. Mr. and Mrs. Williams, South Arlington Road, were present at the meeting to discuss a zoning concern. Ms. Williams stated they have lived in their home for 30 years and were never notified that part of their property was zoned commercial. She went on to say, this prohibits them from selling and/or refinancing the property. Attorney Todd McMurtry stated he would like to look into this further and discuss at the next meeting.

B. Mr. Jason Deller, Hamilton Road, was present at the meeting to discuss the condition of Hamilton Road. He stated the road is unsafe and in much need of repairs. Council stated they would look at it and address the problem should there be one.

II. Second Reading; Ordinance No. 4, 2015 changing the registration date for dogs and cats was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes

III. Second Reading; Ordinance No. 5, 2015 changing the due date for the vehicle license fee and issuance of sticker was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Mr. Elkins. Roll call: all ayes

IV. Second Reading; Ordinance No. 6, 2015 outlining the procedures for the collection of ad valorem taxes, including penalties and interest for late payment was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes

V. Second Reading; Ordinance No. 7, 2015 closing and vacating a certain portion of the unimproved public right of way of Scenic Drive was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Mr. O'Hara. Roll call: all ayes

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VI. First Reading; Ordinance No. 8, 2015 amending the 2014-2015 budget was read in summary by Attorney McMurtry.

VII. First Reading; Ordinance No. 9, 2015 proposing the 2015-2016 budget was read in summary by Attorney McMurtry.

VIII. First Reading; Ordinance No. 10, 2015 renaming the Northern KY Area Planning Commission as Planning and Development Services of Kenton County was read in summary by Attorney McMurtry.

Motion to amend the agenda to include first reading of Ordinance No. 11, 2015 was made by Ms. Zembrod; second by Mr. Claypole. Roll call: all ayes
First Reading; Ordinance No. 11, 2015 vacating a certain portion of the unimproved public right of way of South Arlington Road was read in summary by Attorney McMurtry.

7:37 Mr. Elkins left the meeting early; not feeling well.

IX. Department Reports

A. Police Department

Chief Stanley stated the department is continuing to work on accreditation.
Chief Stanley is still looking to donate the two old cruisers to another KY department.

B. Fire Department

A total of 25 calls for service were received during the month of April. The incidents were broken down by type on the activity report.
Crews have completed all hydrant flushing and are now in the process of repainting and color coding.
Training is currently being conducted at the former Gateway building.
Crews will be working on the flagpole in front of the firehouse.
Met with representatives from Eads Fencing at the Scenic Drive gate. The chief is looking at several methods to gain entry especially if another city's department has to have access.

C. Public Works

Mr. VonHandorf stated the park has been mulched and weed sprayed once; it will be sprayed again this week and the remains will be removed.
Some tree letters already went out; more will go out in time. Some of the problem trees have already been removed. The tree trimmer is taking vacation time to help us with our needs. We also have a resident who is an arborist helping out.
Mr. VonHandorf has been clearing up the property on Amsterdam but people are still dumping yard waste and furniture. Yard waste in gutters with some still combined sewers may cause backups in homes.

The water main portion of the Alhambra, Coram and Harriet project is complete. There is no parking on Aberdeen from 7 a.m. to 5 p.m. on weekdays. The road portion will begin mid-month.

The parade is coming together; there will be a meeting on Wednesday. The streets will be cleaned before and after the parade.

The steps behind the church are set to repair two sets of risers and landings. The foliage is also being cleared so the steps are more user friendly. There are still some tripping hazards; a company can remove some along with Mr. Davis and Mr. VonHandorf. Some striping has been done on Exter Drive along with the addition of "SLOW" signs.

D. City Engineer

The lights have been ordered and will be delivered within nine to twelve weeks. An extra \$19,560 was added for requested changes. Motion to approve the change order and authorize the Mayor to sign was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: Mr. Fangman; aye, Ms. Zembrodt; aye, Mr. Claypole; aye, Mr. O'Hara; aye.

E. Finance Department

Motion to approve the financial reports for the month of April was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes

Motion to pay the Road Fund Invoices in the amount of \$3,580.00 and the Vehicle Fee invoice in the amount of \$578.00 was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes.

Mr. Jason Reser and Mr. Hood were present at the meeting to discuss the walking/biking trail. They are working to collect data for a map, have a design and plan and acquire funding through grants.

X. Committee Discussions

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

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

C. Communications Committee – Steve Elkins – No report (left meeting)

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor was not present at the meeting

E. Historic Preservation Committee – Pamela Spoor

Ms. Spoor was not present at the meeting

F. Personnel Committee – Skip Fangman – No report

G. Mayor's Group Report

Meeting was held on April 18th at the Independence Senior Center. Discussion included coordination of 911 calls and SD1 taking back the cost of laterals.

H. Mayor's Update

No report

XI. Old Business

Ms. Zembrodt led the discussion re: bonds vs. loans for the upcoming street projects. She is still looking into.

XII. New Business
Estimates were passed out to Council for lighting in Trolley Park.

XIII. Delegations

- A. Fix the Dixie – Mayor Matt Mattone – No report
- B. Municipal Government League – Monty O'Hara – No report
- C. Planning and Development Services of Kenton County – Mayor Matt Mattone
- No report

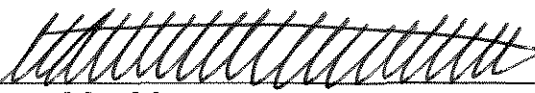
D. Telecommunications Board of N. KY – Dick Lange
Mr. Lange stated the ComCast merger fell through. Time Warner Cable will be closing their Covington office. The Board has decided to develop a compliance committee with a meeting scheduled for late April. Mr. Lange has not received the results of that meeting. The primaries are coming up and TBNK will have a simplified election night show. There will be a personnel committee meeting tomorrow with the regular meeting scheduled for May 27th.

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

F. Code Enforcement Board – David Gray

Mr. Gray stated the meeting for last Thursday was cancelled. There were no appeals for the citations issued. 1208 and 1212 Far Hills have received their 5th citation. Attorney McMurtry stated the CEB and PDS, along with the city, needs to set up a system for fining and collecting fees. The city clerk will forward all citations to Mr. McMurtry in the future; he will look further into the matter.

8:47 Motion to adjourn from business meeting was made by Mr. Fangman; second by Ms. Zembrodt. Roll call: all ayes



Mayor, Matt Mattone

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JUNE 8, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING.
COUNCILMEMBERS PRESENT: GREG CLAYPOLE, SKIP FANGMAN, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA
ABSENT: KATHY ZEMBRODT
ALSO PRESENT: CITY 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 May 11, 2015 meeting minutes was made by Mr. O'Hara; second by Ms. Spoor and motion carried unanimously.

I. Petitioners

A. Ms. Cindy Budig was present at the meeting to ask if the words "Golf Course" could be added to the directional signs for Devou Park. She states that especially on the weekends, people drive up Audubon looking for the golf course. Council seemed to embrace the idea and stated they would talk with Covington to change the signs.

B. Mr. Mike Brown, 514 Rosemont Avenue, was present at the meeting to ask the Mayor and Council to consider him for the city's arborist needs. Mr. Brown stated he would like to work with the city to maintain beautification through trees. Attorney McMurtry stated it would be beneficial to the city to have its own arborist to offer an opinion on dead or dying trees. Mr. Brown will meet with the Mayor and members of the Tree Board and then send in a proposal.

II. Second Reading; Ordinance No. 8, 2015 amending the 2014-2015 budget was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

III. Second Reading; Ordinance No. 9, 2015; Proposed 2015-2016 budget was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

IV. Second Reading; Ordinance No. 10, 2015 renaming the Northern KY Area Planning Commission as the Planning and Development Services of Kenton County was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Mr. O'Hara. Roll call: all ayes
Ms. Spoor suggested the PDS pay for the cost of publishing the Ordinance.

V. Second Reading; Ordinance No. 11, 2015 closing and vacating a certain portion of South Arlington Road was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Mr. O'Hara. Roll call: all ayes

VI. Resolution No. 5, 2015 renewing the city's agreement with TBNK was read in summary by Attorney McMurtry. Motion to accept Resolution was made by Mr. Fangman; second by Mr. Claypole. Roll call: all ayes
Mr. Richard Lange, TBNK representative for the city, stated that passing the Resolution would reaffirm member cities' support for future negotiations.

VII. Department Reports

A. Police Department

Chief Stanley stated the department would like to donate one of the Crown Vics to the City of Eubanks, KY. The City of Ft. Mitchell donated their electric sign to Park Hills in exchange for the other cruiser to be used for training purposes.

Motion to dispose of the cruisers in the above manner was made by Mr. Elkins; second by Mr. Fangman. Roll call: all ayes

Chief Stanley asked Council's permission for the purchase of a traffic counter. The device would measure the speed and number of cars along with the time of day. The price would be around \$3045.00 to be paid out of the police department reserve fund.

Mr. O'Hara made a motion to include Ordinance No. 12, 2015 in the agenda as an emergency Ordinance allowing the police department to expense \$3045.00 to purchase the traffic device out of the police department reserve fund. Attorney McMurtry read the hand written Ordinance. Motion to adopt Ordinance was made by Mr. Fangman; second by Mr. Elkins. Roll call: all ayes

B. Fire Department

A total of 21 calls for service were received during the month of May. The incidents were broken down by type on the activity report.

Met with representatives from the NKWD concerning a main break at 1011 Amsterdam Rd. (the fire hydrant has been replaced)

Training at the old Park Hills School is continuing and will involve multiple jurisdictions beginning this month.

Crews will begin conducting annual inspections of all businesses and multi-family dwellings.

C. Public Works

Mr. VonHandorf thanked the Mayor and Council for another month. He stated the parade was a big success and thanked everyone who helped and participated.

Road projects:

Alhambra, Coram and Harriet: storm sewers will be the first project; laterals second and then the street/curb work. The restoration will be last.

SD1 has made many repairs and improvements on Altavia Avenue and Amsterdam Road. Sleepy Hollow Road (above Amsterdam) has a new catch basin.

Sleepy Hollow Road (below Amsterdam) is waiting on a permit from the state for the man hole work; one lane will be closed on the downhill side.

Request for curb cut on Old State Road for driveway extension to be done by a professional cutting company.

Tree issues are getting better but there is still a lot to be addressed, including the fee for the arborist.

The steps behind the church had two blocks done; more areas to be worked on soon.

Street cleaning was done after the parade.

The pedestrian signal heads are being installed.

D. City Engineer

Dixie Highway Streetscape:

The approval for the lighting encroachment permit was received on March 20th.

Bluegrass Electric has started to install the new pedestrian signals at Arlington and working on the bases for the light poles. The city is still waiting to receive final shop drawings for the light poles from Michels and Bluegrass. Duke Energy has received their encroachment permit.

Coram, Harriet and Alhambra:

Straight Edge has started construction on the streets.

SD1 has completed repairs at 822 Arlington Road.

SD1 has been videoing the lines in the vicinity and is currently making repairs as required to the storm and sanitary sewers on Altavia Avenue.

Mr. Fangman would like to schedule an Infrastructure Committee meeting with the residents of Altavia Avenue and go over the plans.

E. Finance Department

Motion to approve the financial reports for the month of May was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

Motion to pay the Road Fund Invoices in the amount of \$3,940.00 and the Municipal Road Aid invoice in the amount of \$740.00 was made by Ms. Spoor; second by Mr. Fangman. 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 – Steve Elkins – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated Night Lights has installed half of the lights in Trolley Park. She went on to ask the Infrastructure Committee to look at Cleveland/Emerson and Emerson to Breckenridge; they are in need of a mill and overlay. The funds for the trail in the amount of \$1,575.00 were approved at the April meeting.

E. Historic Preservation Committee – Pamela Spoor

Plaques acknowledging historical homes/cities are available for purchase from the Kenton County Historical Society.

F. Personnel Committee – Skip Fangman – No report

Mr. Fangman would like the committee to meet on June 22nd at 7:00 p.m.

G. Mayor's Group Report

Meeting was held on Saturday, May 16th. Discussion included the TBNK update, Kenton County Lou Noll Symposium on October 17th and the Kenton County subdivision regulations.

H. Mayor's Update

Mayor Mattone thanked everyone for their help with the city budget and the parade.

IX. Old Business

Discussion regarding the city's financing with the Bank of KY/BB&T for upcoming street projects took place. The loan will be used to finance the costs of the repairs and replacement for the streets in the city. The loan amount will be up to \$2.5 million. It will be an Open End Draw Note; the borrower will present AIA approved request for draws for this project. It will be a 10 year tax exempt fixed rate at 3.20%. This rate will adjust after 10 years at 2.50% over the 5 year treasury rate. It will mature 15 years from the loan closing. The collateral will be a first lien on tax receipts and revenues of the city. Principal payments of \$50,000, plus interest, will be due quarterly until paid in full. The city will pay all closing costs and documentation fees.

Ms. Spoor stated there were no bank fees associated with the loan. The city would pay a bond counseling fee between \$3,500 - \$5,000. Mayor Mattone added that even if the city didn't draw from the loan, we would only be out the bond money. Ms. Spoor went on to say, when dealing with tax exempt financing, it is important to have bond counseling. She asked Mr. McMurtry if it would be possible to take out the part in the Resolution which lists the three streets to be done. She feels it is the judgement of the Mayor, Council, Infrastructure and City Engineer to determine priorities. Mr. McMurtry said that wording could be removed.

Mr. Elkins asked if this loan would just get the city over the hump, or would it allow us to finish needed projects. Mr. Fangman stated there was a list of prioritized streets, but that is prone to change.

Ms. Spoor reminded Council that the city would have to pay back \$200,000 per year but there is no pre-payment penalty should the city want to pay more.

Mr. Elkins asked what percentage of the streets will be done with this money. Mr. Fangman stated he hasn't looked that far into it yet. He did say he believes Altavia Avenue will cost at least \$1 million. Mr. Elkins asked if this was the right amount to borrow and what happens in about eight years from now when more work is needed and we are still paying back this loan. Ms. Spoor replied that the streets need to be done anyway and this will allow the city to complete the larger projects quicker.

Mr. Bayer believes the loan is a good way to knock out larger projects. In response to Mr. Elkins' question, Mr. Bayer stated the city is roughly 50% finished with the streets. In 2012 when the city considered the lowering of the road tax, it was estimated that about 8.8 million would be needed to complete all the projects. Ms. Spoor replied that this loan would help cover about 25% of those remaining projects. Mr. Bayer stated that it would

have taken roughly 30 years to complete the projects at the rate the city was going. If the road tax wouldn't have been lowered, it would have taken about 20 years. Ms. Spoor added that this could address about 25% of the projects and that we would still be netting about \$100,000 in road tax revenue. This could be used for smaller projects or to pay on the loan. Since the road tax is fixed, as property assessments rise, so will the road tax revenue. Ms. Spoor asked Mr. Bayer if he believes the larger roads would cost about \$1 million; he believes they will. He also stated that it would be easier on the residents of Altavia Avenue to have the project all done at the same time as this will be one of the more difficult street projects the city undertakes.

Mr. Elkins likes the idea of completing the projects in a shorter amount of time but is still nervous to make such a large commitment. Ms. Spoor countered that in looking through the loan documents it deals with the security and pledges and not management. It will be up to everyone to make sure the money is properly managed and to pay back the loan as swiftly as possible.

Ms. Spoor added that she likes the idea of the bond counseling being the only upfront cost and that the city only pays interest on what it borrows with no pre-payment penalties.

Resolution No. 6, 2015 authorizing the Mayor to execute a loan commitment letter with the Bank of Kentucky was read by Attorney McMurtry. Motion to accept the Resolution was made by Mr. Fangman; second by Mr. Claypole. Roll call: all ayes

Mr. Claypole announced that Mr. Frankl has designed a banner for the city's meetings. He will forward it to Council as soon as he receives it.

X. New Business

Mr. Claypole also asked Council to think of a good place to put the sign to be donated by the City of Ft. Mitchell. He also said an estimate on the cost of fixing it will be needed.

XI. Delegations

A. Fix the Dixie – Mayor Matt Mattone – No report

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

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
- No report – Mayor Mattone stated he was appointed to the fiscal board to help review the budget.

D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange stated the board is working hard with franchise negotiations. They hope to have things wrapped up within the next six months. Mr. Lange thanked Council for the TBNK Resolution passed earlier in the meeting.

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

F. Code Enforcement Board – David Gray

Mr. Gray stated there was no meeting last month. The next meeting will take place on Thursday. Two properties on Far Hills have received five citations. A letter was sent to the new owner(s) of the property.

1010 Amsterdam Road did not contest their citation. A maximum fine of \$4,800.00 will be imposed for all the citations.

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9:15 Motion to adjourn from business meeting was made by Mr. Fangman


Mayor, Matt Mattone

ATTEST:

City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JULY 13, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: GREG CLAYPOLE, KATHY ZEMBRODT, SKIP FANGMAN, PAMELA SPOOR, STEVE ELKINS AND MONTY O'HARA ALSO PRESENT: CITY 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 asked that the June 8, 2015 minutes include more detail regarding the Bank of KY loan for upcoming street repairs. The clerk will make the changes to be approved at the August 10th meeting.

I. Petitioners

A. Mr. Tony Baker, Jackson Road, was present at the meeting to discuss his concerns about the speeding on Jackson Road off of Cleveland Avenue. He worries that children crossing the street to get to the sidewalk may be hit by vehicles turning onto Jackson Road. Ms. Zembrodt stated that stripes, lowering the speed limit to 15 mph and "SLOW" signs have helped on Exter Drive. Adding grooves to the street was discussed, but Mr. Fangman stated they can be noisy to nearby residents. Mr. Fangman went on to say he would get with Mr. Bayer to discuss the timeline for the Jackson Road street project. Adding a stop sign on Cleveland and perhaps making the turn off of Cleveland onto Jackson sharper so that cars will have to slow down before turning were also suggested.

B. Ms. Traci Kautzman, owner of 1530 Dixie Highway, was also present at the meeting to discuss a text amendment for her property. She would like the zone to include drive-thrus and have outdoor dining until 10:00 p.m. on Sunday through Thursday and until 1:00 a.m. on Fridays and Saturdays. The consensus of Council is to move forward with the amendment. Ms. Spoor made a motion to endorse the request of Ms. Kautzman as property owner of 1530 Dixie Highway to allow for drive-thrus and incorporate outdoor dining until 1:00 a.m. on Fridays and Saturdays. The city will present the changes to PDS and will also add the exclusion of package liquor stores; second by Ms. Zembrodt. Roll call: all ayes

Attorney McMurtry assured Council that a vote tonight will not bind the city and reminded them that the zone already has permitted uses. Mayor Mattone suggested limiting the zone to the current permitted uses. Ms. Kautzman assured Council she would be very selective of the type of business she would put in. She is close with Covington Catholic and would like a family oriented business.

Ms. Kautzman inquired about tax incentives offered to new businesses. Attorney McMurtry explained the city does not have a tax exempt Ordinance in effect. A Council member could bring forth a tax exempt Ordinance request.

II. Emergency Reading; Ordinance No. 13, 2015 regarding the zoning map amendment for 708 South Arlington Road was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Fangman; second by Mr. Elkins. Roll call: all ayes

III. First Reading; Ordinance No. 14, 2015 adjusting the HSA reimbursement amount for city employees was read in summary by Attorney McMurtry.

IV. First Reading; Ordinance No. 15, 2015 setting the 2015 tax rate was read in summary by Attorney McMurtry.

V. Resolution No. 7, 2015 authorizing the Mayor to execute a loan commitment with the Bank of KY was read by Attorney McMurtry. The Resolution read at last months' meeting had a small change adding the loan had an open end draw date. Motion to accept the Resolution was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

VI. Discussion took place regarding the agenda item of an Executive Order establishing a procurement policy for the city.

Attorney McMurtry stated he met with the Mayor to discuss a procurement policy to increase risk management. Ms. Spoor was in opposition of the Order believing it would be burdensome to the departments to have to comply with all the paperwork needed to make small, everyday purchases. Mayor Mattone stated he wanted it on the agenda as a Municipal, rather than an Executive, Order. Motion to send the issue to the Personnel Committee for discussion was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: Mr. Fangman; abstain, Ms. Zembrodt; aye, Mr. Claypole; aye, Ms. Spoor; aye, Mr. Elkins; aye, Mr. O'Hara; aye. Motion carried.

VII. Department Reports

A. Police Department

Chief Stanley provided Mayor and Council with binders with the yearly report included. The Chief stated vacation house checks were up and there were over 1,400 calls to assist other agencies last year. Most major cases have been reduced, including burglaries, by adding another officer and having more patrol. Mr. Don Catchen gave the Chief an article he found in the Pulaski County Community Journal regarding the donation of one of our police cruisers to the Eubanks Police Department.

Offense reports were down to about 30 calls. Citations remained about the same.

The final check for accreditation will be on August 1st and will hopefully be accredited by August 8th.

Chief Stanley stated he will call the City of Ft. Mitchell and have them pick up the other donated cruiser by Friday.

The traffic counter has been ordered.

B. Fire Department

A total of 16 calls for service were received during the month of June. The incidents were broken down by type on the activity report.

Business Meeting

July 13, 2015

Page 3

Chief Rigney met with representatives from Eads Fencing to review the operation of the gate at Scenic Drive. There was an incident in which a power outage caused the gate to be inoperable. The gate was supposed to have a battery backup, which failed. The gate had to be opened manually. Chief Rigney inquired as to whether the city should have a "hold harmless" document if the gate, or emergency vehicles, was damaged as a result of a gate malfunction. Attorney McMurtry stated it would be alright for them to sign a waiver or send them a letter stating the city will not be responsible for any city equipment or gate damage or injury. Attorney McMurtry stated he would draft a letter addressing this.

A Regional Traffic Incident Management Training involving multiple local agencies was held at the Griffin Center.

Crews conducted a total of 46 inspections at businesses and multi-family dwellings in the city.

C. Public Works

Mr. VonHandorf thanked the Mayor and Council for another month.

He thanked those residents who took it upon themselves to eliminate their tree problems and asks those who have not to please do so. He took care of a fallen limb on Dixie Highway today.

The road projects are coming along well.

SD1's sub has finished many repairs and improvements on Altavia Avenue.

SD1 is still waiting on a permit from the state for lane closure on Sleepy Hollow Road to repair the man hole.

There has been a lot of grass cutting due to the rain.

He stated he will talk with the Infrastructure Committee to discuss mill and overlay projects.

He has been working on the lot on lower Amsterdam Road; cleaning up and making improvements to the area.

The lighting project on Dixie Highway is still open.

The backup camera on the truck works great!

D. City Engineer

Dixie Highway Streetscape:

Bluegrass Electric has installed the new pedestrian signals at Arlington and working on the bases for the light poles. Light pole shop drawings have been received and reviewed by KLH. Duke Energy has received the encroachment permit from KYTC for the overhead lighting on the east side of the street. A formal contract was sent to the city on June 1, 2015 from Duke Energy for the overhead lights.

Coram, Harriet and Alhambra:

Mr. Bayer recommended the city make the first payment installment to Straight Edge.

The project is expected to last approximately 3 months.

Mr. Elkins had an appointment and left the meeting at 8:15 p.m.

E. Finance Department

The June and July financial reports will be finalized and voted on at the August meeting. Motion to pay the Road Fund Invoices in the amount of \$80,424.24 was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes.

VIII. Committee Discussions

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

Mr. Fangman stated he would like to hold an Infrastructure meeting on July 27th at 6:00 p.m. and a Personnel Committee meeting at 7:00 p.m. He relayed to Council that Paul Michel Sr. had passed away.

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

C. Communications Committee – Steve Elkins – No report – left meeting early

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated the mulch in the play area of the park needed to be replaced. Certified cedar chips are required. Mr. VonHandorf found the best price for the chips of \$18.25 per yard at Old Glory. The old mulch will need to be removed by Mr. VonHandorf and a helper. The new mulch will be delivered at no cost.

Ornamental grass was planted on the Hamilton Road hillside.

The lot behind the VFW needs burms added and also a green screen border. Ms. Spoor suggested a Native Juniper be planted at 4 foot intervals (about 10 needed). She does not have a price on those yet.

The lights are finished in the park.

The caps on the wall surrounding the park are cracking and need to be replaced; the old caps could possibly be used to create a water barrier.

Mr. Jason Reser was present at the meeting to inform Mayor and Council he is working on a grant through Interactive Grant. There is a large endowment which gives away money for pathways to promote healthy living. Mr. Reser stated he will apply for the maximum amount of \$30,000. We should find out if we are approved between October and December of this year.

E. Historic Preservation Committee – Pamela Spoor- No report

F. Personnel Committee – Skip Fangman – No report

Mr. Fangman would like the committee to meet on July 27th at 7:00 p.m.

G. Mayor's Group Report

Meeting was held on Saturday, July 18th. Discussion included Mayor Hatter looking into a PDS survey regarding taxes in local cities.

SD1 stated they would not take on the responsibility of repairing laterals. The judges in the case stated they would be responsible to take on this cost.

The Lou Nolls Symposium is scheduled for October 17th.

H. Mayor's Update

A letter was sent to the city from Bill Goetz asking for cities to pass a Resolution urging Governor Beshear to finish the sidewalk from Arlington Road to the Views.

Resolution No. 8, 2015 urging Governor Beshear to complete sidewalk from Arlington to the Views was read by Attorney McMurtry. Motion to accept Resolution was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

IX. Old Business

Mr. Claypole said the new banner was in. Joe Frankl came up with the logo. Mr. Claypole would like to see if we could have hats, flags and/or t-shirts made with the new logo on them.

Mr. Claypole is still looking into the cost of having the Ft. Wright marquis sign fixed.

X. New Business

A. A discussion took place regarding credit card payments. Information from GovPay was given to the Mayor and Council. Ms. Zembrodt asked that we also get credit card rates and information from several other banks.

B. The city clerk will go to ProSource on Wednesday to look at a new copier that would enable the city to print and fold its own newsletter. She will report back.

C. Attorney McMurtry discussed the CEB and nuisance Ordinance. He believes the city would be able to control the process faster without the joint CEB. If it is administered by Park Hills, the city's fees/fines would be at the top of the priority list. He asked Council to please look into.

D. Mayor Mattone stated he would like to have Council hold quarterly Caucus meetings perhaps in January, April, August and November. He believes this would cut down on a lot of discussion during the regular Business Meetings. An Ordinance will have first reading next meeting.

XI. Delegations

A. Fix the Dixie – Mayor Matt Mattone – No report

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

Mr. O'Hara stated the annual picnic will be on Thursday, July 23rd at the Florence Freedom Ball Field. Please RSVP by July 16th; the cost is \$10.00.

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
Mayor Mattone stated the 2015-2016 budget passed and the staff will be expanding.

D. Telecommunications Board of N. KY – Dick Lange

Mr. Lange stated the board is asking cities to not take any action regarding the sale and transfer to Charter or any related documents that we may receive from cable companies. John Chamberlin from VanGorder, Walker and Co. completed the board's audit and they are in good standing. The next meeting will be on July 15th.

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

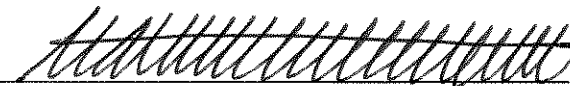
F. Code Enforcement Board – David Gray

Mr. Gray stated the board met last Thursday to review 1208 and 1212 Far Hills Drive. Everything has been abated.

The PDS stated they are unable to take any action regarding the hole in the right of way on Far Hills. Attorney McMurtry stated the city should be able to take care of the problem themselves. Mr. Gray feels the PDS is not consistent in their procedures.

9:45 Motion to adjourn from business meeting was made by Mr. Fangman; second by Ms. Spoor

Business Meeting
July 13, 2015
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Mayor, Matt Mattone

ATTEST:


City Clerk

THE PARK HILLS CITY COUNCIL HELD A SPECIAL MEETING ON
WEDNESDAY, JULY 22, 2015 AT 7:00 P.M. AT THE PARK HILLS FIRE
DEPARTMENT, 1106 AMSTERDAM ROAD WITH MAYOR MATT MATTONE
PRESIDING. COUNCIL MEMBERS PRESENT: PAMELA SPOOR, GREG
CLAYPOLE, SKIP FANGMAN AND STEVE ELKINS
TREE BOARD MEMBERS: MIKE CONWAY, SUE BENNINGS AND PAT
FLANNERY.
ALSO PRESENT: CITY ATTORNEY'S ASSISTANT KYLE WINSLOW

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. A discussion took place regarding the tree issues in the city. There are many dead, or dying, trees that are in danger of falling and causing injury or damage. The Mayor called the special meeting to see if members of Council, the Tree Board and others could come up with a better way to identify, notify and remove dangerous trees. Ms. Spoor stated many of the trees are infected with the Ash Borer Disease. Many of these trees are already dead and those that are not will still need to be taken down. Ordinance No. 5, 2000 states: 'It shall be the responsibility of the Tree Board to study, investigate, counsel, develop and/or update annually, and administer a written plan for the care, preservation, pruning, replanting, removal, or disposition to the City Council and, upon their acceptance and approval, shall constitute the official comprehensive tree plan for the City of Park Hills, Kentucky.

The Board, when requested by the City, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work. (The complete Ordinance is attached)

According to Ms. Spoor, an official tree inventory/survey was last completed about 18 – 20 years ago.

The Tree Board gives the homeowner a 30 day window to remove the tree; if the tree is an imminent threat, the homeowner has 5 days to contact the city as described in Ordinance 17, 2013 (also attached)

Mr. Mike Conway, Tree Board Chairperson, stated many times the owners have a dispute over who owns the tree. He believes those having the dispute have a survey done and/or work out a solution amongst them. They are also encouraged to consult an arborist if they feel the tree is not dead or posing a threat.

Mr. Conway went on to say he would rather spend his time and the Board's budget on adding trees to the city rather than their removal. He asked if we could hire someone to do the city inventory. Mayor Mattone stated this was a requirement of the Tree Board. Mr. Flannery asked if a newsletter could be sent out to all residents, and owners, giving them a head's up of the situation. Ms. Bennings believes this should be done by the Board.

ORDINANCE NO. 5 2000

AN ORDINANCE AMENDING ORDINANCE NO. 2-1992 RELATING TO PROTECTION OF TREES ON PUBLIC PROPERTY WHICH SERVE THE PUBLIC INTEREST BY PROVIDING OXYGEN, STABILIZATION OF THE SOIL, PREVENTION OF EROSION, CONSERVATION OF ENERGY BY PROVIDING SHADE, FILTERING AIR, AND ADDING TO THE BEAUTY OF THE CITY OF PARK HILLS; MAKING IT UNLAWFUL TO SEVERELY TOP TREES, CREATING A CITY TREE BOARD AND DEFINING ITS TERM AND AUTHORITY GRANTING THE CITY THE POWER TO PLANT AND MAINTAIN TREES ON RIGHTS-OF-WAY AND PARKS; REQUIRING TREE OWNERS TO REMOVE DEAD OR DISEASED TREES AND SHRUBBERY AND TO PRUNE OVERHANGING BRANCHES; REQUIRING AN OCCUPATIONAL LICENSE FOR TREE TRIMMERS AND MAINTENANCE COMPANIES; AND PROVIDING A PENALTY FOR THE VIOLATION OF ANY PART OF THIS ORDINANCE.

~~WHEREAS, trees are an invaluable physiological counterpart to the man-made urban setting; and~~

~~WHEREAS, trees absorb a high percentage of carbon dioxide and return oxygen, a vital ingredient to life; and~~

~~WHEREAS, trees stabilize the soil, prevent erosion, provide shelter for wildlife; and~~

~~WHEREAS, trees conserve energy by providing shade and filtering air; and~~

WHEREAS, trees are a valuable asset that can affect an area economically; and as well as add to the beauty of the City; and

WHEREAS, the City Council of the City of Park Hills has determined that the protection of trees on rights-of-way and public property within the City of Park Hills is not only desirable but essential to the present and future health, safety, and welfare of all citizens; and

WHEREAS, the City of Park Hills recognizes that trees on rights-of-way and public property are valuable contributors to the City's environment; and

WHEREAS, as it is the desire of the City Council that policies relating to such trees need to be revised substantially from the past policies, it has been determined to amend the existing Ordinance 2-1992 and to enact this Ordinance No. 5, 2000;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PARK HILLS, KENTUCKY:

SECTION I

Definitions. "Street Trees" are herein defined as trees, shrubs, bushes, and all other woody vegetation on land lying ~~between property lines~~ in rights-of-way on either side of all streets, avenues, or ways within the City. "Park Trees" are herein defined as trees, shrubs, bushes, and all other woody vegetation in public parks having individual names, and all areas owned by the City, or to which the public has free access as a park.

SECTION II

There is hereby created and established a City Tree Board for the City of Park Hills, Kentucky, which shall have a membership of five (5) persons, each of which shall be a citizen and resident of the City. A chairman and four (4) members shall be appointed by the Mayor with the approval by the City Council.

SECTION III

The term of office of the members of the Board shall be two years. In the event a vacancy shall occur during the term of any member, a successor shall be appointed for the unexpired portion of the term by the Mayor with the approval of City Council.

SECTION IV

Members of the Tree Board shall serve without compensation.

SECTION V

It shall be the responsibility of the Board to study, investigate, counsel, develop and/or update annually, and administer a written plan for the care, preservation, pruning, replanting, removal, or disposition of Park Trees and Street Trees ~~and trees in other public areas~~. Such plan will be presented annually to the City Council and, upon their acceptance and approval, shall constitute the official comprehensive tree plan for the City of Park Hills, Kentucky.

The Board, when requested by the City, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.

SECTION VI

The Board shall, with the exception of the office of Chairman, choose its own officers, make its own procedural rules and regulations, and keep a journal of its activities. A majority of the members shall be a quorum for the transaction of business.

~~SECTION VII~~

~~No trees may be planted closer together than the following: small trees, 30 feet; medium trees, 40 feet; and large trees, 50 feet, except in special plantings designed or approved by a landscape architect.~~

SECTION VII

The City shall have the right but not the duty to plant, prune, maintain, and remove trees, plants, and shrubs within the lines of all streets, alleys, avenues, lanes, squares, and public grounds, as may be necessary to insure public safety or preserve or enhance the symmetry and beauty of such public grounds. The City Tree Board may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or public improvements, or is affected with any injurious fungus, insect, or other pest. ~~This section does not prohibit the planting of street trees by adjacent property owners providing that the location of said trees is in accordance with Sections 7 through 9 of this ordinance.~~

~~SECTION VIII~~

~~No trees may be planted closer to any curb or sidewalk than the following: small trees, 2 feet; medium trees, 3 feet; and large trees, 4 feet. Only small trees can be planted within 5 feet of power lines.~~

SECTION VIII

It shall be unlawful as a normal practice for any person, firm, or city department to top any Street Tree, Park Tree, or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempt from this ordinance at the determination of the Tree Board.

~~SECTION IX~~

~~No street tree shall be planted closer than 20 feet of any street corner, measured from the point of nearest intersecting curbs or curblines. No street trees shall be planted closer than 10 feet of any fireplug.~~

SECTION IX

Every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection and so that there shall be a clear space of eight feet

(8') above the surface of the street or sidewalk. Said owners shall remove all dead, diseased, or dangerous trees or broken or decayed limbs which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of any traffic control device or sign.

SECTION X

The City shall have the right to cause the removal of any dead or diseased trees on private property including within abutting rights-of-way within the City when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the City. The City Tree Board will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty-thirty days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owner's property tax notice.

SECTION XI

It shall be unlawful for any person to prevent, delay or interfere with the City Tree Board or any of its agents or servants while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any trees, as authorized in this ordinance.

SECTION XII

It shall be unlawful for any person or firm to engage in the business or occupation of pruning, treating, or removing street or park trees within the City without first applying for an occupational ~~procuring~~ a license. ~~The license fee shall be \$25.00 annually in advance, provided, however, that~~ No license shall be required of any public service company or City employee doing such work in the pursuit of their public service endeavors. Before any license shall be issued, each applicant shall first file evidence of possession of liability insurance in the minimum amounts of \$25,000 for bodily injury and \$10,000 property damage indemnifying the City or any person injured or damaged resulting from the pursuit of such endeavors as herein described.

SECTION XIII


The City Council shall have the right to review the conduct, acts, and decisions of the City Tree Board. Any person may appeal from any ruling or order of the City Tree Board to the City Council who may hear the matter and make the final decision.

Any person violating any provision of this ordinance shall be, upon conviction or a plea of guilt, subject to a fine not to exceed \$500.00.

APPROVED:


MAYOR

ATTEST:


CITY CLERK

First Reading 3/13/2000

Second Reading 4/10/2000

PASSED: 4/10/2000

CITY OF PARK HILLS, KENTUCKY

ORDINANCE NO. 17, 2013

AN ORDINANCE AMENDING CHAPTER 92 OF THE CITY'S MUNICIPAL CODE BY INCORPORATING A PROCESS FOR THE SUMMARY ABATEMENT OF CONDITIONS IMMINENTLY DANGEROUS TO THE HEALTH AND SAFETY OF PARK HILLS RESIDENTS.

WHEREAS, KRS 381.770 provides for the establishment procedures for summarily abating imminently dangerous conditions;

BE IT ORDAINED BY THE CITY OF PARK HILLS, KENTUCKY:

SECTION I

That §92.01 of the Park Hills Code of Ordinances is hereby amended as follows:

92.01 DEFINITIONS AND CERTAIN NUISANCES DEFINED

"IMMINENTLY DANGEROUS." A condition which could cause serious or life-threatening injury or death at any time. KRS 381.770(1)(d). For purposes of this Chapter, dying and dead trees may be considered imminently dangerous.

SECTION II

That §92.05 of the Park Hills Code of Ordinances is hereby amended as follows:

92.05 ABATEMENT PROCEDURE.

(A) It shall be the duty of the code enforcement officer or other responsible person designated by the legislative body to serve or cause to be served a notice upon the owner or occupant of any premises on which there is kept or maintained any nuisance in violation of the provisions of this chapter and to demand the abatement of the nuisance within five (5) days unless the nuisance constitutes an immediate danger to the health and well-being of the community. The abatement of conditions imminently dangerous to the health and safety of city residents is governed by §92.05A of the Code. ~~If the danger is present, the nuisance shall be abated within twenty four (24) hours of notice.~~ Notice shall be served upon persons by certified mail, but if the whereabouts of the persons is unknown and cannot be ascertained by the Chief of Police in the exercise of reasonable diligence, the Chief of Police shall make an affidavit to that effect, and the serving of notice may be made by publication in a newspaper of general circulation for two (2) consecutive days. A copy of the notice shall be posted in a conspicuous place on the premises affected by the notice and it shall be recorded in the office of the County Clerk.

(B) If the person so served does not abate the nuisance within five (5) days, the city may proceed to abate the nuisance, keeping an account of the expense of the abatement, and the expense shall be charged and paid by the owner or occupant.

(C) Charges for nuisance abatement shall be a lien upon the premises. Whenever a bill for charges remains unpaid for ~~sixty (60)~~ fourteen (14) days after it has been rendered, the City Clerk may file with the County Clerk a statement of lien claims. This statement/affidavit shall contain a legal description of the premises, the expenses and costs incurred, the date the nuisance was abated, and a notice that the city claims a lien for this amount. The affidavit of the authorized city officer shall constitute prima facie evidence of the amount of the lien and the regularity of the proceedings pursuant to KRS 381.770 and this section. The lien shall be notice to all persons from the time of the recording and shall bear interest at six percent (6%) per annum thereafter until paid. Notice of the lien shall be mailed to the owner of the premises if his address is known. However, failure to record the claim or to mail the notice, or the failure of the owner to receive the notice, shall not affect the right to foreclose the lien for charges as provided in provision (D) below.

(D) In addition to the lien to which reference is made in KRS 381.770, the city shall have a lien upon the land to which reference is made in KRS 381.770 and § 92.04 for the costs incurred in all legal action necessary to foreclose the lien, which costs shall include ~~a reasonable attorney's fee~~ reasonable attorney fees.

(E) Property subject to a lien for unpaid nuisance abatement charges shall be sold for nonpayment and the proceeds of the sale shall be applied to pay the charges after deducting costs, as is the case in the foreclosure of statutory liens. This foreclosure shall be in equity in the name of the city.

(F) The City Attorney is authorized and directed to institute the proceedings, in the name of the city, in any court having jurisdiction over the matter, against any property for which the bill has remained unpaid for ~~sixty (60)~~ fourteen (14) days after it has been rendered, upon direction by the mayor.

(G) In the alternative to the abatement procedure described in this section, this Chapter may be enforced pursuant to Chapter 101 of this Code.

(H) Unsafe Sidewalk Abatement Procedure.

- (1) It is the duty of the Director of Public Works of the City to supervise the construction, repairs or maintenance of all sidewalks within the City.
- (2) Whenever the Director of Public Works shall determine that any sidewalk blocks, including bricks and paving stones, are in such condition by reason of having a crack or cracks, holes, depressions, reveling, spalling, heaving or are so uneven in relation to one

another or are so sloped, or contain stumps, side posts or other obstructions, or retain such water stop-boxes, gas stop-boxes or similar items that are not on grade level, or are in such other conditions as to prevent a hazard to persons utilizing such sidewalks blocks or to the public right-of-way or public improvements in or near such sidewalk blocks as to require repair or replacement of such sidewalk blocks, the Director of Public Works shall notify the persons charged with the responsibility of maintaining, repairing or replacing the sidewalk blocks as hereinafter provided.

- (3) Whenever any block of sidewalk or sidewalk are requiring repair, the Director of Public Works of the City shall notify in writing the persons owning the real estate who are responsible for repairing the blocks of the sidewalk or sidewalk area to the effect that such repairs shall commence within 30 days and be completed within 60 days of the date of the mailing of the notice to the last known address of those persons. Records maintained by the Kenton County Property Valuation Administration may be relied upon to determine the identity and address of the property owner. Receipt of such notice shall be presumed conclusively unless and until notification of a change of address of the owner is received by the City Clerk.
- (4) If, in the judgment of the Director of Public Works of the City, the work performed is unsatisfactory, or has not been performed in accordance with the applicable specifications, the Director of Public Works shall give written notice thereof to the owner and shall proceed under the provisions set forth herein.
- (5) The Director of Public Works shall have the power to adopt and promulgate rules and regulations to interpret and implement the provisions of this ordinance as amended to secure the intent thereof to designate requirements applicable because of local climactic or other conditions.
- (6) An appeal to the Mayor may be taken by any person or entity, claiming to be injuriously affected or aggrieved by any order, requirement, interpretation or decision of the Director of Public Works under this subsection. Such appeal shall be taken within 30 calendar days after the person aggrieved his agent receives notice of the action of the Director of Public Works, by filing with the Director of Public Works and with the City Clerk a notice of appeal specifying the grounds thereof and giving notice of such appeal. The Director of Public Works shall forthwith transmit to the Mayor all papers constituting the record upon which the action appealed from was taken and shall be treated as and be the respondent in such

further proceedings. At the public hearing on the appeal held by the Mayor, an interested person may appear and be given an opportunity to be heard.

- (7) The Mayor shall fix a reasonable time for hearing the appeal and give written notice thereof to the appellant and to the Director of Public Works at least one calendar week prior to the hearing, and shall decide on the appeal within 60 consecutive calendar days after the date of the hearing. The Mayor has authority to hear and decide appeals where it is alleged that there is an error in any official action, order, requirement, interpretation or decision of the Director of Public Works in the enforcement of the sections of the Park Hills Code governing sidewalks. The affected party may appear at the hearing in person or by attorney. In the matter of appeals under the provisions of this Section, the Mayor shall have the power to issue subpoenas to compel witnesses to attend its meetings and give evidence bearing upon the questions before it. The Mayor shall have the power to administer oaths to witnesses prior to their testifying on any issue.
- (8) Any person or entity claiming to be injured or aggrieved by any final action of the Mayor shall appeal from the action to the Circuit Court of Kenton County. Such appeal shall be taken within 30 consecutive calendar days after the final action of the Mayor. All actions that are not appealed within such 30 days become final and nonappealable.

(I) As to Section 92.03 subsection (Q), use of gas-fired heating of water heating devices prohibited, the city has the authority to shut off gas-fired space heaters, heating devices, and water heaters. Whenever it shall appear upon inspection by an authorized representative of the Fire Department of the City of Park Hills, Kentucky that gas-fired heating equipment, used for space heating or water heating, or any other gas-fired heating equipment is discharging noxious or dangerous fumes or is unsafe for use, said representative is hereby authorized to shut off the supply of gas to such heating device or equipment by turning off the valve or cock to such equipment, or when required to shut off such gas supply by capping or plugging gas lines to said device or equipment, or by any other reasonable means, to accomplish the shutting off of gas, so as to make such device or equipment inoperative, without notice to the owners of the property or the equipment involved.

SECTION III

That §92.05A of the Park Hills Code of Ordinances is hereby created as follows:

92.05A ABATEMENT PROCEDURE FOR IMMINENTLY DANGEROUS CONDITIONS

(A) Any property condition which the City reasonably determines to be imminently dangerous to the health and safety of Park Hills residents may be summarily abated in accordance with the procedures set forth in this section.

(B) Actions taken to abate imminently dangerous property conditions may include, but are not limited to, repair, removal or demolition of the condition creating the danger and/or the restriction from use or occupancy of the property on which the dangerous condition exists or any other abatement actions determined by the City to be necessary.

(C) Whenever the City determines that summary abatement is justified by an imminently dangerous condition, circumstance, or occurrence, the City shall give reasonable notice, not to exceed five (5) business days, to the property owner as to the nuisance and prior to the demolition of any unfit or unsafe structure, the property owner shall be afforded the right to a hearing before the Mayor or his designee pursuant to KRS 381.770(5). If the property owner cannot be located or the owner fails to take prompt appropriate action to abate the condition, the City may proceed to take abatement action authorized in this section to the extent necessary to remedy the immediate danger without further notice or right to a prior hearing.

(D) Whenever the City takes action to abate imminently dangerous property conditions, the property owner shall be liable for all costs of such abatement. Charges for nuisance abatement shall be a lien upon the premises in accordance with the abatement procedures set forth in §92.05(C). The lien shall take precedence over all other liens, except state, county, school board, and city taxes and the City may bring a civil action against the owner and have the same remedies as provided for the recovery of a debt owed.

(E) In addition to the lien to which reference is made in KRS 381.770, the City shall have a lien upon the land as set forth in §92.05(D).

(F) Property subject to a lien for unpaid imminent danger abatement charges shall be sold for nonpayment, and the proceeds of the sale shall be applied to pay the charges after deducting costs, as is the case in the foreclosure of statutory liens. This foreclosure shall be in equity in the name of the city.

(G) The City Attorney is authorized to institute such proceedings in the name of the City in any court having jurisdiction over the matter against any property for

which the bill has remained unpaid for fourteen (14) days after it has been rendered, upon direction by the Mayor.

SECTION IV

Any and all ordinances in conflict with this Ordinance shall be, and hereby are, repealed to the extent of said conflict.

SECTION V

The invalidity of any provision of this ordinance shall not affect the validity of any other provision.

CITY OF PARK HILLS, KENTUCKY

A municipal corporation of the fourth class

BY: Don Cathey

MAYOR

FIRST READING: 11/11/13

SECOND READING: 12/9/13

ATTEST: Julia A. Aleg

CITY CLERK/ADMINISTRATOR

PUBLISHED: _____

Special Meeting
July 22, 2015
Page 2

Ms. Spoor emphasized the importance of follow ups to letters sent out. She said whenever tree letters go out, the Mayor, Police Chief and Tree Board members should be copied.

Chris, an employee of SD1, was present at the meeting. He suggested having NKU, Thomas More, Urban Forestry Council or the Center for Applied Ecology help the city with a tree inventory. He went on to say he would be happy to help map the city; Mr. Mike Brown, a certified arborist in attendance, said he would also help. The survey and mapping would help to determine which trees are on city property and those on private. Ms. Spoor asked Mr. Winslow to look over the imminent threat Ordinance and see who is in charge of determining an imminent threat.


The city clerk suggested Mike Brown submit a proposal to the Mayor and Council for his services as a possible city arborist. When an imminent threat is determined, he would be able to give his professional opinion on the state of the tree. This would go a long way in enforcing the imminent threat Ordinance.

In the meantime, the Tree Board will draft a letter to be sent to residents and property owners. The letter should also include the Ordinance, tree removal ideas and a reminder that anyone doing work in the city is required to have an occupation license.

8:55 Motion to adjourn from Special Meeting


MAYOR, MATT MATTONE

ATTEST:


CITY CLERK

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 10, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: GREG CLAYPOLE, SKIP FANGMAN, PAMELA SPOOR, STEVE ELKINS AND KATHY ZEMBRODT
ABSENT: MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Ms. Spoor began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the June 8, July 13 and July 22, 2015 meeting minutes was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

I. Petitioners

A. Mr. David Gautraud, NKOL, was present at the meeting to discuss the city's computer server. He passed out some information to the Mayor and Council. He stated the server needs to be replaced as it is over 5 years old and the server the city has now was bought refurbished. Mr. Gautraud stated the cost would be \$8,249.93 including the hardware with a cost of \$3,700. The main expense comes from the migration which can take up to 20 hours. He went on to say the server is beyond its life and is on borrowed time. It controls all file sharing and email on the network so replacing it after it crashes would cost a lot more money and downtime then replacing it ahead of time. He believes it is the most cost and performance efficient solution to have an in house server and manage our own files and email. Mr. Elkins stated he will schedule a Communications Committee meeting to discuss.

II. Second Reading; Ordinance No. 14, 2015 adjusting the HSA reimbursement for city employees was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Mr. Fangman. Roll call: all ayes
Ms. Zembrodt stated Mr. O'Hara wants to go on record stating the decrease in the reimbursement is due to the fact the deductible was reduced.

III. Second Reading; Ordinance No. 15, 2015; the 2015 tax rate was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

IV. First Reading; Ordinance No. 17, 2015 allowing the city to enter into a loan agreement with BB&T for upcoming street projects was read in summary by Attorney McMurtry.

V. Department Reports

A. Police Department

Chief Stanley briefly went over his report for the Mayor and Council.

A vehicle was stolen when the victim left the keys inside. The vehicle was recovered in Union Township. The vehicle was taken after the below vehicle was left.

A vehicle reported stolen from Lakeside Park was recovered. This vehicle was taken after a suspect entered through an open garage door and removed the keys and the victim's credit card. A suspect has been developed in the case.

A victim reported that after contractors were inside the residence, they noticed a piece of jewelry was missing. This is still an open case; a suspect has been developed but is not cooperating with police.

Numerous residents have reported that their vehicles have been gone through. Most residents had nothing of value in the car except change, cigarettes, etc. A suspect has been developed. Residents have been advised numerous times by email and by Facebook not to leave anything of value in their vehicles.

Lieutenant Cox attended and ALICE (Alert, Lockdown, Inform, Counter and Evacuate) training program where he became a certified ALICE trainer. Since Park Hills is home to two large high schools and the Notre Dame Retirement Home, the Chief felt it imperative that his department have knowledgeable trainers and officers on staff that can respond and handle an event that may occur in Park Hills. ALICE is not just for school incidents. It can be implemented to handle any situation at any business, church, function or gathering.

Lieutenant Cox also attended an armorer class instructed by Sig Sauer (the manufacturer of the department's handguns). He is now a certified armorer who can repair and maintain all of the department's firearms on site.

Chief Stanley showed the Mayor, Council and those in attendance the department's framed accreditation certificate. A banquet was held in celebration. Former Mayor, Don Catchen, was present at the meeting as Chief Stanley wanted to thank him for helping start the accreditation process. Mayor Mattone congratulated Chief Stanley, along with the rest of the department, for all their hard work. He also thanked Mr. Catchen for having the foresight to begin the accreditation. The Chief stated that Sergeant Webster put in a lot of his own time to help with the process. Officer Prater and Sergeant Webster attended a class to maintain the evidence room which is part of accreditation.

Ms. Spoor asked about the traffic counter. The Chief stated it has arrived and hope to have it in place by next Monday. Mr. VonHandorf will get with Chief Stanley to talk about installing security cameras at the park and lower Amsterdam Road.

B. Fire Department

A total of 48 calls for service were received during the month of July. The usual amount of calls in a month is around 20; Chief Rigney stated it was a busy month with 10 calls to assist other agencies. Most of the calls came on the weekends or after hours. The incidents were broken down by type on the activity report.

Crews from Park Hills and several area departments attended joint training presented by the Cincinnati Fire Department Bomb Squad.

The department recently acquired a new specialized cutter through state funding. Crews are currently undergoing training on its use and care.

The front ramp of the fire department bay doors is deteriorating from the weight of the truck and will need to be replaced soon. Chief Rigney will get several estimates.

C. Public Works

Mr. VonHandorf thanked the Mayor and Council for another month.

The tree issues are still hot and heavy; thanks to those who have taken care of theirs.

A two hour meeting was held on July 22nd to discuss the tree issues in the city.

The road crews are doing a fine job despite the rain.

There will be no planting or construction on the right of way; especially on streets that have yet to be redone.

SD1 is still waiting on a state permit to do work on Sleepy Hollow Road.

The grass is still growing like crazy!

New caps have been installed in the playground with sealers on them. The old caps are shot and not worth using for a border as planned. Mr. VonHandorf recommends using about eighty 4x8x16 blocks which can be purchased for 1.69 each.

The mulch for the playground is coming tomorrow. The old mulch has been moved to the hillside under Hamilton Road along with some pine mulch the city had.

Both sheds are back up and cleaning up the back lot.

The mirror is up on Jackson Road.

Mr. VonHandorf thanked Mr. Jerry Dorning for his summer help.

D. City Engineer

Dixie Highway Streetscape:

Bluegrass Electric has installed the new pedestrian signals at Arlington and are working on the bases for the light poles. Light pole shop drawings have been received and reviewed by KLH. Duke Energy has received the encroachment permit from KYTC for the overhead lighting on the east side of street.

Coram, Harriet and Alhambra:

Straight Edge continues the work on the project. Mr. Bayer recommends the city pay the requested payment of \$146,723.26. The project is about 52% complete.

Altavia Avenue:

The Park Hills Infrastructure Committee met on July 27th to discuss the project. The goal of the committee is for the project to be constructed in 2016. The city will have an arborist assess the current condition of the trees and provide guidance on how the trees may be affected due to planned work.

The committee also discussed the priority list at the meeting. Another goal of the committee is for Aberdeen to be reconstructed in 2016.

E. Finance Department

Motion to approve the financial reports for the month of June and July, subject to resolution of the increase in the vehicle fee administration revenue and the clerk's bond issue, was made by Ms. Spoor; second by Mr. Fangman. Roll call: all ayes

Motion to pay the Road Fund Invoices in the amount of \$171,744.41 by borrowing \$110,630.06 from the general fund reserve fund to cover the deficit in the road fund, and

the Vehicle Fund invoice in the amount of \$234.89 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes. The reserve fund will be reimbursed once the road tax money begins to come in next month.

VIII. Committee Discussions

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

B. Economic Development – Monty O'Hara – Not present

Mayor Mattone relayed to Council the text amendment for 1530 Dixie Highway has been submitted. He believes PDS will not recommend the change because it doesn't fit in with the current comprehensive plan. They will meet on September 3rd and a recommendation will come back to Council.

C. Communications Committee – Steve Elkins

Mr. Elkins scheduled a meeting for Monday, August 24th at 6:00 p.m. to discuss a new copier for the Administrative office, upcoming newsletter, the new server and also the donated marquis sign from Ft. Mitchell.

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

Mayor Mattone stated we should hear something regarding the grant application to Human Nature for the trail project by August 14th. Joey Hood from Human Nature will host a Stakeholder meeting in the Council Chambers on August 18th at 7:00 p.m. Ms. Spoor believe we should find an alternative venue for the meeting.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman

Mr. Fangman and Mr. O'Hara met to discuss the personnel policy; still work to be done. Mr. Fangman stated they found the procurement policy presented to Council last month too restrictive and would like to abandon this policy. The Committee will look at other options.

G. Mayor's Group Report

Mr. Gordan, PDS, sent out an update regarding continuing education hours needed for board members.

The Lou Noll Symposium is scheduled for October 17th (Location TBD)

A KLC conference is being held from September 29th through October 2nd.

- The Mayor's Group held a meeting on Saturday, July 18th at the Kenton County Golf Course. Dave Rager of SD-1 gave an update on the reinstatement of the sewer lateral assistance program. Under the program, SD-1 will assist the property owners who have failing/faulty sanitary laterals that extend out into the public roads or streets. SD-1 will dig up the street, repair/replace the lateral and then fill the trench with a floatable fill. It will then be the property owners responsibility to work with the city to restore the street to its' original condition. \$600,000 was approved in the budget for these projects. The entire package goes before the Board on July 21st.

- The next item on the agenda was the lack of a sidewalk, approximately 2250 feet along Dixie Highway between Park Hills and Covington. This work was approved in the Dixie Fix program and is in the 5 year state road plan. A resolution had been prepared whereby the Mayors Group would support this project. After discussion it was decided to postpone a vote until the August meeting giving Mayors the opportunity to get the approval of their Councils first.
- Dennis Gordon from PDS gave an update on PDS. CEU training hours was emailed out to each Municipality on Friday, July 17th. Dennis reminded everyone of the requirement for training hours for the board members.
- Dennis stated the first subdivision plans have been presented that fall under the new regulations. The regulations now require a Geo-Tech report on the soils in the proposed developments.
- Lou Noll Symposium scheduled for October 17th, 2015
- Frank Warnock proved materials and spoke about a Smoking Ban and a Special Ad Valorem Tax.
- The KLC Conference this year will be held in Owensboro, KY in October from September 29th to Friday Oct 2nd.
- Larry Klein stated the county-wide Blended Payroll Tax project is work in progress.
- Update on the 911 Communication System; Looking at 3 County, TANK, Airport compatible system. Existing radio systems will need to be replaced and looking for possible grants to help reduce the costs for all municipalities.
- It was announced that a Drug Addiction person is now on staff at the jail thanks to Terry Carl.
- Sheriff Korzenborn is the Executive Director of the Kenton County SWAT team which has added Campbell County to the Team.
- Dedication of the 911 Memorial in Crescent Springs is set for September 11th.
- The Kenton County Police Memorial in Covington was recently vandalized. The investigation is underway.
- Next meeting is August 15th 9:00 A.M. at the Elsmere Senior Citizens' Center

H. Mayor's Update

VII. Old Business

A. A discussion took place regarding ongoing tree issues. A proposal was submitted by Mr. Mike Brown to handle the city's arborist needs. It was unclear, however, where the money was to come from. The city Council never gave Mr. Brown permission to begin working in the city. Ms. Spoor would like to see an Executive Order in place letting the Mayor delegate duties to ensure problem trees are taken care of. The attorney stated an Order can be written up at any time. The attorney went on to say, if there is an imminent threat, a letter will be drafted notifying the property owner; either by

certified mail or by hand. A certified arborist will also sign off on the letter. Once the letter is received, the owner will have 5 days to abate the problem or request a hearing. If neither is done, a lien can be attached to their tax bill. If it is not paid through the taxes, another notice will be given and then a lawsuit and/or foreclosure can be brought against the owner.

Discussion took place regarding a "paper" street between Mt. Allen Road and Exter Drive and who is responsible for its upkeep. The attorney stated if it is a private drive, the city is not responsible. If it does belong to the city, the city may vacate the property to the surrounding properties. Mr. Lange stated the city paved the first 80 feet in around 2004-2005. The rest is unpaved. The attorney went on to say that just because it is paved, it does not make it the city's responsibility. The property records will need to be looked at before a decision can be made.

B. A discussion took place about the addition of quarterly Caucus Meetings. Ms. Spoor does not think the Council Chambers at the city building is a good venue due to the stairs. A new venue can be looked into. Mr. Claypole sponsored the Ordinance to add quarterly Caucus Meetings.

First Reading of Ordinance 16, 2015 to include quarterly Caucus Meetings was read in summary by Attorney McMurtry.

VIII. New Business

Mr. Claypole stated the cost to fix the marquis sign would be around \$6,000 - \$7,000. The cost to purchase a new sign would be around \$34,000. Mr. Claypole and Mr. VonHandorf will store the sign at the city building until a decision on repair and placement is made. Mr. Claypole will also look into other bids.

Ms. Spoor asked if Mr. Claypole contacted anyone regarding mugs, t-shirts, etc. featuring the new city logo. Mr. Claypole is still looking into.

An inquiry into the pending litigation came up. Attorney McMurtry stated the HHH Agency is now the JAWS agency. He filed an answer to the complaint and sent out a discovery request. It will probably be 35-45 for a response.

The city clerk compared rates for lock boxes from BB&T and Heritage. BB&T would charge a .40 deposit fee and a .44 item fee. The upfront cost would be \$115.00 with a monthly cost of \$110-115.

Heritage Bank does not charge a deposit fee and their item fee is .35. The initial set up is around \$50 with a monthly cost of \$100. The city would only pay for the months the lock box is mainly used (August, September and October) Heritage would also provide a free checking account to transfer the money to the city's BB&T fund.

Council agreed Heritage sounded like the best deal; the clerk will contact them for set up.

XI. Delegations

A. Fix the Dixie – Mayor Matt Mattone

A resolution had been prepared whereby the Mayor's Group would support the Dixie Sidewalk project. After discussion, it was decided to postpone a vote until the August meeting giving Mayors the opportunity to get the approval of their Council first.

Consensus was that majority/unanimous support from local governments would send a strong signal to Frankfort from Northern KY about the importance of this project.

B. Municipal Government League – Monty O’Hara – Not present

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
- No report

D. Telecommunications Board of N. KY – Dick Lange

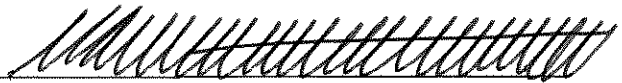
Mr. Lange stated the board is getting ready for the upcoming football season. A new program featuring Tom Massey is getting the “thumbs up”. As of now, there is no franchise renewal business. There are still some outstanding compliance issues to be resolved.

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

F. Code Enforcement Board – David Gray

Mr. Gray stated there were outstanding citations to 1010 Amsterdam Road. Final orders were given on Thursday to impose the maximum fines of \$4,800. Attorney McMurtry stated, when final, a lien will need to be filed.

9:29 Motion to adjourn from business meeting was made by Mr. Fangman; second by Ms. Zembrodt


Mayor, Matt Mattone

ATTEST:


City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, OCTOBER 12, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND KATHY ZEMBRODT
ABSENT: SKIP FANGMAN AND MONTY O'HARA
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Mr. Elkins began the meeting with prayer. Praying for Councilman Skip Fangman for a speedy recovery.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the September 14, 2015 meeting minutes, with changes, was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

The lengths of the right of way at the Blair's property was added to the minutes

I. Petitioners

A. Mr. Mark O'Connor, Altavia Avenue, was present at the meeting with concern regarding the upcoming Altavia Avenue road project. His and his neighbors' main concerns are:

- The loss of parking pads
- The moving of utility poles
- Where will the street widening take place

Mr. O'Connor stated the residents are not opposed to the improvements but just want some questions answered.

Ms. Zembrodt stated she walked the street with the city engineer. She doesn't believe any of the utility poles will be relocated. It is also in the plans to try to keep as many trees as possible unless they are dead. Minutes from the latest Infrastructure Meeting will be posted online as soon as they are approved. She went on to say, some of the parking pads were not put in legally. If the pads are perpendicular to the street, they will be replaced; if they lie parallel to the street, they will be removed. The widening of the street will allow for additional parking which Ms. Zembrodt believes will please the residents even if their pads are removed. It will also allow the snow plow to do a more effective job. Ms. Zembrodt will set an Infrastructure Meeting for the end of October and invite the Altavia residents to discuss. The project is set to begin in the spring.

II. Emergency Reading; Ordinance No. 18, 2015 eliminating parking on the upper portion of Audubon Road was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

III. Emergency Reading; Ordinance No. 19, 2015 amending the Zoning Ordinance was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes

IV. Resolution No. 9, 2015 approving the transfer of TWC to Charter Communications was read by Attorney McMurtry. Motion to accept Resolution was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes
Each city affected will receive a small compensation for the previously failed transfer.

V. Department Reports

A. Police Department

Chief Stanley was not present at the meeting due to a medical issue. Sgt. Webster was there in his absence. Sgt. Webster stated he sent the monthly report via email to the Mayor and Council. The department had an evidence room audit completed. Part time Officer Seibert will be going full time to the Elsmere Police Department; Park Hills will be looking for a new part time officer.

B. Fire Department

A total of 38 calls for service were received during the month of September. Crews completed the annual fall hydrant flushing throughout the city. Each F.D. engine received annual testing and evaluation of their pumps, both passed satisfactory. Crews completed annual service testing of 3400' of hose. The Fire Department rec room, kitchen and bathroom were all repainted. Several training drills were held including a joint drill with the Ft. Mitchell Fire Department at an acquired property. The department assisted the Ft. Wright department one time and the Covington department 7 times last month. Mr. VonHandorf, along with Jerry Dorning, will replace the concrete in front of the firehouse. They will begin the work immediately so that it is finished by Halloween. Ms. Spoor inquired about the fire at River's Breeze in Ludlow. Chief Rigney stated it was a significant fire but crews were able to contain it. Sgt. Webster added that Officer Wilder assisted by kicking in doors to alert the residents to get out of the building. The fire is still under investigation. Chief Rigney stated the department will once again be serving up their Halloweenies on the 31st from 6:30 pm – 8:30 pm. This is the department's 61st year doing this.

C. Public Works

Thank you for another month.
Trees are still an issue in the city.
SD1 has started the project on Amsterdam Road. Signal lighting is being used; 20-25-20 second intervals.

There was a walk through on the Alhambra, Coram and Harriet Road project. There are some issues that need taking care of.

In getting ready for winter, a few things will be done differently. The streets will be treated with salt water brine which will stay in place and won't roll around the way salt does.

Mr. VonHandorf asked to request Council's permission to use approximately \$2,800 to purchase a leaf vacuum. It would fit on the back of the dump truck and will keep many leaves out of the gutters and sewers; also landfills. Residents could also request curb side pickup and the money generated could be put into the Public Works Reserve Fund. Ground up leaves could be used for compost in the parks and/or recreation areas or for residents.

Ms. Spoor would like to endorse the leaf pickup. She states it is better for the environment and also that Rumpke is cracking down on the number of bags it will pick up per resident. She would like Sgt. Webster to send out an email to the residents regarding the leaf pickup service. Ms. Zembrodt figured \$35 per pickup would cover the cost of the equipment and the labor. Motion to charge \$35 per yard, with two pick up days, and to allow up to \$3,000 from the Public Works Reserve Fund to purchase the equipment was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes
There are some tree branches overhanging the street which interfere with the garbage/recycling trucks and the school buses. Mr. VonHandorf and Mr. Dorning will work on removing them. Ms. Spoor also asked that Sgt. Webster notify residents of the tree work.

Ms. Zembrodt stated some residents are complaining of debris falling during the tree trimming. Mr. VonHandorf assured her he would direct traffic so that no one's vehicle is damaged. Ms. Zembrodt also asked Mr. VonHandorf to furnish her with an estimate for the tree trimming/removal.

D. City Engineer

Dixie Highway Streetscape:

Bluegrass Electric has installed the new pedestrian signals at Arlington.

Coram, Harriet and Alhambra:

Straight Edge has primarily completed the work on the project with the exception of the surface course and restoration. A punchlist is being prepared.

Altavia Avenue:

Ms. Zembrodt covered earlier in meeting. Mr. Bayer stated he would like to meet in November with residents. The NKWD is meeting this week and Mr. Bayer is hopeful they will cover the water main costs for the project.

Aberdeen Reconstruction:

The Mayor signed the contract with Bayer Becker on October 7th for the design of the project. Bayer Becker has contacted SD1 to assess the condition of their existing sanitary and storm water infrastructure that may be affected by the project. They have also contacted the NKWD for possible water main replacement. Field markings of utilities and surveying will begin shortly.

Mr. Bayer stated he can submit draw requests on the BB&T loan for road projects. Ms. Zembrodt made a motion to make a draw request for Straight Edge's 2nd, 3rd and 4th pay

requests from the \$2.5 million loan; totaling around \$300,000; second by Mr. Claypole.
Roll call: all ayes

E. Finance Department

Motion to approve the financial reports for the month of September was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

Motion to pay the Road Fund Invoices in the amount of \$55,754.72 was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

VI. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman – Not present

Ms. Zembrodt stated that the Mt. Allen paper street was discussed at the last Infrastructure Meeting. Discussion regarding this is also included in the minutes from 2000.

The committee would like to make the end of Altavia Avenue a T rather than a cul-de-sac which would encroach on too much of the residents' property.

Extra pedestrian signals were installed in front of the Szechuan Gardens since there is a traffic light going in and out of the restaurant.

B. Economic Development – Monty O'Hara – Not present

B. Communications Committee – Steve Elkins – No report

Mr. Elkins would like to meet to discuss an upcoming newsletter.

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor stated tulips have been ordered and will be planted during the second week of November using private funds. The Tree Board is donating 10 trees to Trolley Park.

Birches will be planted for erosion control. Mr. Claypole suggested a "book shelter" for the park. Similar shelters are located in other local areas. They allow people to borrow books and then return them. Ms. Spoor thinks this is a great idea for Park Hills.

E. Historic Preservation Committee – Pamela Spoor

Ms. Spoor received a call from Mr. Satolli Glassmeyer. He is working on a project to build a database of documentary videos on the historic buildings, bridges, tunnels, etc. in Kenton County and 14 other counties in the greater Cincinnati area. Ms. Spoor will meet with him at the city building this Friday at 11:00 a.m.

F. Personnel Committee – Skip Fangman – Not present

A copy of the city's current personnel policy will be sent to Ms. Meghan Sandfoss, NKADD, to look over and update.

G. Mayor's Group Report

Held Saturday, September 19, 2015 in the Ft. Mitchell, at the City Building

- MyNKY/ Skyward made a presentation about ways to engage and promote NKY to businesses, educators, civic leaders and governments. The myNKY work plan highlights four equally important goals designed to work together for economic prosperity and civic progress across Northern Kentucky by 2020.
 - Increase the labor force by 5%.
 - Increase by 20,000 the number of adults who feel their health is excellent of very good.
 - Increase by 1,000 the number of kindergarten students ready to succeed.
 - Increase spending by \$5M to foster inclusive, creative and connected communities.
- SD-1 Sewer Lateral Issue was discussed further. The program was funded and approved for \$600,000.00 without a rate increase to help their customers who may face issues with that portion of the sewer laterals that extend under the public streets or sidewalks. The policy states that it shall be the responsibility of the resident/owner to first have the line televised to determine if a problem exists. SD-1 will then excavate that portion of the lateral under the street or sidewalk, and make the necessary repairs. SD-1 will use a flowable fill to backfill the hole. It will then be the responsibility of the resident/owner to work with the city to complete the restoration of the street in a manner approved by the city.
- Resolution 2015-002 passed by 11-0 by the Mayors Group asking the State to fund the sidewalk completion and road improvements along the Dixie Highway from N. Arlington Rd. in Park Hills to Gray's Peak in Covington.
- Lou Noll Symposium scheduled for October 17th, 2015. There will not be a Mayor's Group Meeting in October; all City officials are invited to attend.

H. Mayor's Update

- The City of Covington and Park Hills will meet with KYTC on September 21, 2015 to discuss the options of working with the State to complete this project and seek funding and funding alternatives to complete this last .41 of a mile of sidewalk along Dixie Highway. At the end of the discussion, it was suggested that the City apply for a planning and design study only in the amount of \$200K. KYTC also pledged the cross walk signals for the Schezuan Garden street light.
- I presented Resolution 2015-002 at the Kenton County Mayors Group which passed 11-0 and was included in the Transportation Alternative Project Grant request to seek funding for the project that was submitted on September 30th.
- I have spoken with our State legislators to support our KYTC TAP Grant Application and advance this significant transportation alternative corridor project forward.
- The City jointly applied for the KYTC Transportation Alternatives Grant with the City of Covington and TANK. TANK graciously pledged \$5K to the project and

the cities of Covington and Park Hills have conditionally pledged \$17,500 towards a \$200K estimated design and plan study.

Covington:

- Spoke with City Manager Larry Klein and Mayor Carran about undertaking a Small Area Study for the Gateway Site by PDS. We are scheduling a meeting with Gateway Community College to discuss partnering with us on this venture; this Study should significantly help them with the marketing of the site on October 15th.
- There are no new developments regarding the Devou Golf Clubhouse Project at this time. Once they receive revised bids and the City Commissioners determine the direction the city will move, they will ask for a meeting with City Council and residents to discuss the project.

Fix the Dixie Report:

- No report.

PDS:

- No Report. Next PDS Council Meeting is October 29, 2015 in PDS Council Chambers.

VII. Old Business

A. Mt. Allen "Alley"

The attorney stated it was turned over to the city but the city never accepted it. The partial pavement was a onetime fix and does not make the city responsible for its upkeep. Attorney McMurtry stated the city's options are to either do nothing and leave it as is; take it back over and make repairs so that it is accessible to the residents and then assess the residents accordingly or to accept the street and then abandon it and give the title to the residents. He went on to say, the trees, or other vegetation, growing over is the responsibility of the bordering property owner.

B. TAP Grant

Attorney McMurtry stated Council could approve a Resolution allowing the Mayor to enter into an agreement to allow funds to be made available in support of a sidewalk project to run from Arlington to the Views. If the grant goes through, the city would agree to pay up to \$17,500 in matching funds. Mr. Claypole would like to see the city proceed with the grant application. Mayor Mattone stated the project could ultimately be fully funded by the state as the Mayor's Group passed a Resolution asking for funding. Mr. Claypole made a motion to authorize the Mayor to enter into an agreement to fund up to \$17,500, if awarded, as the city's commitment.

Ms. Zembrodt was concerned because the City of Covington is not mentioned in the grant application as making a similar commitment. Mayor Mattone assured her Covington stated their intention of providing support. If, however, they do not, we can

withdraw the application without disqualifying us from future grant applications. Second by Mr. Elkins. Roll call: Ms. Zembrodt; aye, Mr. Claypole; aye, Ms. Spoor; nay (there is already a sidewalk on the other side of Dixie and she feels the money could be better spent somewhere else), Mr. Elkins; aye

Ms. Zembrodt stated the end of St. Joseph (top end) is in very bad shape and needs a mill and overlay. She would like to get three estimates; if they are under \$20,000, go ahead and schedule the work. Motion to mill and overlay the end of St. Joseph Lane and Park Drive from the Devou entrance to the stop sign at the bend and use Municipal Road Aid funds, was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

Ms. Zembrodt mentioned that Mr. Fangman gave Mr. VonHandorf a phone number for a company that does crack sealing. It hasn't been done for two years and she would like to keep up with it yearly. She asked that Mr. VonHandorf make the call.

Ms. Zembrodt would like to discuss the apron on the driveway at 1202 Old State Road at the next Infrastructure Meeting. The owner would like the apron to match the others on the street.


VIII. New Business

Trick-or-Treat hours are set for Saturday, October 31st from 6:00 p.m. – 8:00 p.m.

IX. Delegations

- A. Fix the Dixie – Mayor Matt Mattone – No report
- B. Municipal Government League – Monty O'Hara – Not present
- C. Planning and Development Services of Kenton County – Mayor Matt Mattone – No report
- D. Telecommunications Board of N. KY – Dick Lange – Not present
- E. Northern KY Area Development District – Kathy Zembrodt – No report
- F. Code Enforcement Board – David Gray – Not present

9:06 Motion to adjourn from business meeting was made by Ms. Spoor; second by Mr. Elkins



Mayor, Matt Mattone

ATTEST:



City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, NOVEMBER 9, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS AND KATHY ZEMBRODT: MR. O'HARA ARRIVED AT 7:16
ABSENT: SKIP FANGMAN
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the October 12, 2015 meeting minutes was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

I. Petitioners

A. Mr. Erik Blankenship was present at the meeting to ask Council's backing on a reunion at the former Park Hills Elementary School (Gateway) at the end of Old State Road. Mr. Blankenship stated he is an alumnus of the school and would like to have a chance for all the former alumni to say 'goodbye' to the school one last time. He went on to say, he would be fine with the cafeteria, gym or even the parking lot; no alcohol will be allowed and he asked for assistance from the fire department should there be any issues. Attorney McMurtry stated that since the school is not city owned, Mr. Blankenship would have to contact the owner of the building for permission. Mr. Blankenship stated he had contacted the owner, Mr. Keller, but due to liability issues, he was turned down. Mr. Blankenship thought perhaps with the backing of Council, Mr. Keller may reconsider. Ms. Spoor urged Mr. Blankenship to have Mr. Keller contact the Mayor.

B. Erlanger Mayor Tyson Hermes attended the meeting to discuss the new SD1 agreement with Mayor and Council. SD1 has given interlocal agreements to its member cities; a Master Agreement and another for repairs of laterals under the streets and sidewalks. Mayor Hermes stated that in the 1990's, Erlanger owned all its sewers and maintained them. Before SD1 took ownership, they were inspected and Erlanger was made to make and pay for any repairs. He went on to say, the City of Erlanger expensed around \$2.5 million in 1992 to repair. The first half was paid upfront and the rest over a 10 year period. This was the same deal as other cities whose sewers were taken over by SD1, including the City of Park Hills.

In 2012, SD1 was seeking a rate increase; when they were turned down, they released themselves from repairing laterals. They wanted to pass the repairs, along with the cost, onto the homeowners. Since sewer lines vary, this would be burdensome, and extremely costly, to homeowners who would be forced to cut into the street or sidewalk to make repairs. (Ms. Spoor stated homeowners aren't even allowed to cut into the street or sidewalk). SD1 then said they would make repairs under the street and/or sidewalk but could drop out within a 30 day notice and could turn down any project. They would also only be required to make the repairs if there was enough money in their budget. Mayor Hermes went on to say that SD1 seemed willing to negotiate until the City of Covington

signed on. After that, Mayor Hermes said they picked apart the original agreement and said they were not responsible for the cost of repairs. Ms. Spoor asked to go on record that she voted against that original agreement. Mayor Hermes is asking for local cities to join the fight to have SD1 come up with a better agreement. He would be pleased if SD1 agreed to do the repairs and the property owner and/or the city would be responsible for repairing the streets and sidewalks after the repairs are made. Mayor Hermes is asking Council to give its OK to work on modifying the agreement with SD1 or filing a dec action lawsuit. He would like to get about 10 cities on board to keep legal costs down. The lawsuit could take from one to two years. Attorney McMurtry advised Council not to sign the new agreement as it could spoil the chance to claim that the repairs are the responsibility of SD1 and could prejudice the city against the old agreement. He went on to ask Council to submit a Resolution to support Mayor Hermes efforts. He said the legal fees may be substantial but that there is a lot of money at stake in the long run. Mr. Claypole suggested asking larger cities to pay more toward the fees than smaller cities.

II. Department Reports

A. Police Department

Chief Stanley passed out his report at the meeting. He stated there are still car break ins. He also said he found a good camera system and will present it at the next meeting. The DUI grant for \$4,500 was received plus an additional \$500 to attend the year end banquet. Enforcement will begin on Thanksgiving. The Chief stated the department will be out enforcing the vehicle sticker fee also.

B. Fire Department

A total of 37 calls for service were received during the month of October. Crews conducted fire drill exercises at both of the high schools. The department members participated in the Annual Pumpkin Parade. Fire prevention education was held for 26 children at the Julie Center. The front ramp area of the fire department bays was replaced. The department once again presented hot dogs and drinks for the citizens at the fire department during Halloween. About 800 hot dogs were given out. Chief Rigney stated the department received a 'thank you' card from Covington for their assistance with a fire. The Chief thanked Mr. VonHandorf and Mr. Dorning for the great work they did in replacing the concrete in front of the bays. He also thanked the Sisters of Notre Dame for allowing them to park their trucks on their property while the concrete work was going on.

C. Public Works

Thank you for another month. The leaf vacuum is set up and works well. As of Friday, I had 6 pickups. As of now, eight more residents have signed up. The vacuum also makes it easier and quicker to clean the catch basins.

Trees are still an issue in the city, but they are not as bad. Thanks to those who have taken care of their tree problems.

The SD1 project on Amsterdam and Sleepy Hollow is coming along well. We have had good weather at the right time to keep the project on schedule.

The punch list on Alhambra, Coram and Harriet is getting smaller and the project is just about wrapped up.

The pedestrian lighting on Dixie Highway is waiting on inspection.

Ms. Zembrodt asked that Mr. VonHandorf get with the Mayor regarding existing tree issues. She asked that he make sure tree contractors have certificates of insurance and she would also like estimates.

Ms. Spoor asked that Chief Stanley notify residents who have trees marked with an "X" in their yard that these trees need to be removed. Attorney McMurtry stated he will draft a letter to notify the residents. The Mayor, Tree Board members, attorney and public works should be copied on all letters that go out.

Mr. VonHandorf stated it would cost around four to five thousand dollars to finish the concrete in front of the city building. He suggested holding off until spring.

D. City Engineer

Coram, Harriet and Alhambra:

Straight Edge has completed the surface course installation on the project. A final punch list has been created and sent to the contractor. They are working through the punch list items.

Altavia Avenue:

A street meeting is set for November 23rd with the residents to review the project. The NKWD will consider approving the water main replacement for this project at their November 19th board meeting. Field surveying has been completed for the recent SD1 improvements. The base map is being updated.

Aberdeen Reconstruction:

The Mayor signed the contract with Bayer Becker on October 7th for the design of the project. Bayer Becker has contacted SD1 to assess the condition of their existing sanitary and storm water infrastructure that may be affected by the project. The NKWD will consider approving the water main replacement for this project at their November 19th board meeting. Field markings of utilities and surveying will begin in the next few weeks.

Ms. Spoor asked Mr. Bayer's opinion on the SD1 discussion earlier in the meeting. Mr. Bayer said that the city spent \$28,000 on the laterals for the last street project. He would like for SD1 to make the lateral repairs for the city when we do street projects that are already tearing up the street.

Ms. Spoor would like to have a presentation/celebration when the Dixie Hwy. streetlights go on. This will be discussed more as the date approaches.

E. Finance Department

Motion to approve the financial reports for the month of October, pending clarification of the road tax revenue, was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

Motion to pay the Road Fund Invoices in the amount of \$90,757.11 was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes

VI. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman – Not present
Ms. Zembrodt will act as chair until Mr. Fangman returns.
Ms. Zembrodt stated there is a short punch list remaining on the Alhambra, Harriet and Coram project.

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

B. Communications Committee – Steve Elkins – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor
Ms. Spoor stated tulips have been planted with private monies. The Tree Board donated 10 trees (7 Red Buds and 3 River Birches) for the green space across from Trolley Park. Ms. Spoor asked Council to consider a pathway to run from the lower Trolley Building and continue to the other side of the park through the trees to the Amsterdam split. Mr. Jason Reser was present at the meeting and stated he is looking into several grant possibilities for the city's large pathway project. In reference to Ms. Spoor's request, he stated the paths in Devou Park are around 8' wide to accommodate walkers and bikers. Ms. Spoor asked if Mr. Reser, along with the Mayor, create a sketch of the path and have Mr. VonHandorf get estimates for pouring it. Mr. Reser also suggested making a "safe crossing" from the park's edge to the other side of the street. Mr. Claypole stated he would like to work with Ms. Spoor on this committee.

A discussion followed regarding the possibility of making Amsterdam Road a two-way street and eliminating the one-way road that currently goes downward toward Covington. Mr. Claypole stated he would like to discuss this further after it is known what will become of the current Gateway property which is for sale. A Parks and Recreation Committee meeting will be scheduled to discuss in more detail.

E. Historic Preservation Committee – Pamela Spoor
Ms. Spoor met with Mr. Satolli Glassmeyer. He produces videos of historic buildings, sites and districts. Ms. Spoor will send the Mayor and Council a link of some of his work. The cost to produce a video for Park Hills is \$500. Council would like to view some of his work before committing the money.

Motion to fund the Historic Preservation and the Communications Committees with \$1,000 to be used by each committee as needed was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

F. Personnel Committee – Skip Fangman – Not present

G. Mayor's Group Report

H. Mayor's Update

No Mayors' Group Meeting; Lou Noll Symposium was held Saturday, October 17, 2015 in the Covington, at the Life Learning Center (formerly the Stewart Iron Works Building).

- Presentations by PDS, Water District, SD1, TANK
- The next mayors' group meeting is at 9:00 am on November 21 and will be hosted by the City of Taylor Mill and held at Park Place in Pride Park at 5614 Taylor Mill Road

Mayor's Update:

- Charlotte and I were fortunate enough to meet briefly with Senator Mitch McConnell and Representative Thomas Massie when in Washington, DC on October 21, 2015. They both graciously welcomed into their offices and Representative Massie gave us a tour of the U.S. Capital Building.

Covington:

- Greg Claypole and I met with the City of Covington and Park Hills met on November 3, 2015 and discussed the status of the Gateway property and Devou Park Golf Clubhouse.
- There is a potential Small Area Study that will be undertaken by PDS and potentially funded by the Gateway Foundation.
- The Revised bids for the new Devou Park Golf Clubhouse were received and the project will be reconsidered for approval to begin by Covington's Commissioners on November 10, 2015.

Fix the Dixie Report:

- No report. No news on the KYTC TAP Grant. There has been quite a lot of positive feedback on the new pedestrian light along Dixie and questions about the City adding more.

PDS:

- PDS Council Meeting was held on October 29, 2015 in PDS Council Chambers. Reviewed expenditures and budget and discussed proposed county-wide nuisance ordinance, the proposed vacant property registration ordinance (and proposed fee), and "land banking."

V. Old Business

Mr. Claypole stated he met with Mr. Bob Carpenter to get some pricing for the marquis sign for the city.

VI. New Business

Chief Stanley asked Mayor and Council to consider one of three pin designs for the city. He will be ordering pins for his department and stated he would order some for city use also.

VII. Delegations

A. Fix the Dixie – Mayor Matt Mattone – No report

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

The annual dinner will be on Saturday.

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
The Mayor stated the quarterly meeting will take place on November 19th. They are looking at a county-wide CEB and creating a registry of abandoned properties.

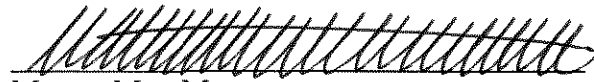
D. Telecommunications Board of N. KY – Dick Lange – No report

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

F. Code Enforcement Board – David Gray

Mr. Gray stated the owners of 1010 Amsterdam Road did not show or appeal. They have received six citations and a final order will go out fining them \$4,800.

9:26 Motion to adjourn from business meeting was made by Ms. Spoor; second by Mr. Elkins


Mayor, Matt Mattone

ATTEST:


City Clerk

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 14, 2015 AT 7:00 P.M. AT THE COVINGTON CATHOLIC ALUMNI CENTER, 1550 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: GREG CLAYPOLE, PAMELA SPOOR, STEVE ELKINS, KATHY ZEMBRODT AND MONTY O'HARA
ABSENT: SKIP FANGMAN
ALSO PRESENT: CITY 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 November 9, 2015 meeting minutes was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

I. Petitioners

A. Mr. Larry Klein, City of Covington, was present at the meeting to give a presentation on the new clubhouse to be built in Devou Park. The Clubhouse will replace the existing golf course clubhouse which is in very poor condition. The power point presentation is included at the end of the meeting minutes.

B. Mr. Greg Schabell, 814 St. James Avenue, was present at the meeting to voice his concern about the McHale's business behind his home. He stated when he bought the home, there was a nice green space between his home and McHale's. Mr. Schabell is upset because the trees/foliage from the green space was taken away and replaced with small tree saplings that do not buffer the area between his home and the business. He went on to say, the dumpster they use is close to his back yard which creates noise when taking out the garbage. He says workers congregate there smoking and using offensive language. He had asked Mr. McHale to move the dumpster about 50' away from his yard. He stated Mr. McHale told him he would move it if Mr. Schabell covered the expense. Since the business' expansion, Mr. Schabell stated the traffic, noise and amount of garbage has increased significantly. He asks for the Mayor and Council's help to alleviate some of these problems. Mayor Mattone stated he, and Council, would look into the matter.

II. First Reading; Ordinance No. 10, 2015 amending the 2015-2016 Budget was read in summary by Attorney McMurtry

III. First Reading; Ordinance No. 11, 2015 adopting the 2012 Property Maintenance Code was read in summary by Attorney McMurtry.

IV. Resolution No. 11, 2015 appointing Mark McClure to part-time patrolman was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. O'Hara; second by Mr. Claypole. Roll call: all ayes.

Mr. Dick Lange moved up in the agenda to give his TBNK report. He stated the cable merger has been resolved. Other issues include:

- The closing of the Covington Customer Service Center
- Some general financial considerations
- Payment of back legal fees

The Board looks to move forward with the Government approving the merger. A nomination committee meeting will be held tomorrow for the upcoming years' elections. The regular Board meeting will take place on Wednesday.

V. Department Reports

A. Police Department

Chief Stanley stated that cars are still being gone through. He asks that residents be watchful and call dispatch if they see anything suspicious. He went on to say, when officers see packages on residents' porches, they will leave a note to the homeowner that the packages are at the city building for pickup. Ms. Zembrodt inquired about the cameras to be put in the park; Chief Stanley is still waiting on information regarding the cameras. Major cases include:

Burglary:

Victim advised that several storage units were broken into. Suspect was developed and questioned. Suspect confessed and pled guilty.

Theft:

Victim stated that her purse was taken from her vehicle. No leads.

Criminal Mischief:

Victim stated that an unknown person damaged her vehicle. No leads

Self-Neglect:

Officers responded to four subjects who overdosed on narcotics. Subjects were transported to the hospital for treatment.

Theft from Vehicle:

Victim stated that an unknown person removed numerous tools from his vehicle. No leads.

Burglary:

Victim stated that an unknown person climbed into a window and removed a TV. No leads

Assault:

Victim stated that her daughter assaulted her and charges have been filed.

Criminal Mischief:

Victim stated that an unknown person broke the rear window of her residence.

B. Fire Department

A total of 36 calls for service were received during the month of November. The department responded to several serious incidents during the month of November including a large fuel spill on I-75 and an extra alarm fire in Covington. Crews participated in High Rise training with the Covington Fire Department.

Training for Fire Department personnel on the use of Narcan will be conducted in the next several weeks.
A snow blower was purchased to clear the ramps and areas around the Fire Department.

C. Public Works

Thank you for another month.

So far, there have been 47 leaf pickups; the pickups went well. The deadline has been extended through Monday, December 21st.

The SD1 project on lower Amsterdam is coming along with no major traffic issues. Two catch basins will be put in on Amsterdam near Sleepy Hollow; this may require a detour. Work is a couple weeks away.

The SD1 received their permit to do work on Sleepy Hollow (below Finke's Market). This will start tomorrow. A flagger will be used to direct traffic during the project. The lights on Dixie Highway are complete; Mr. Claypole is working on getting banners made for the poles along the Highway. Mr. VonHandorf thanked Ms. Spoor, Ms. Catchen and Ms. Fangman for helping with the Christmas decorations in the park. Also, a thank you to Mr. Tom Stamm for all his work on the corner of North Arlington and Dixie Highway which he maintains all year.

Ms. Zembrodt inquired about the crack sealing and if there were any estimates received. Mr. VonHandorf replied that some sealing was done on Cecelia Avenue. Mr. VonHandorf said he and Mr. Claypole will compile a list of priority streets for sealing. Ms. Zembrodt also asked if he could check to see why part of the new paving on South Arlington Road is caving in.

C. City Engineer

Dixie Highway Sidewalk:

Bluegrass Electric has installed the new pedestrian signals at Arlington. The light poles have been installed and the meter is set. Duke has been contacted by the contractor to connect the service. The lights are anticipated to be ready for use. Mr. Claypole inquired about the crosswalk signals. He stated he heard Frankfort needed to be contacted; Mr. Bayer was not aware of this but will look into.

Coram, Harriet and Alhambra:

Straight Edge has completed the surface course installation on the project. The project is 99% complete with just a few small punch list items left. The water main contractor has started adjusting the meters to grade.

Altavia Avenue:

A well-attended meeting was held on November 23rd with the residents to review the project. The Infrastructure Committee met on December 1st to discuss the residents' input from the meeting. The NKWD approved their 2016 budget in November. NKWD plans on working with the city to replace the existing water main. Another meeting will be scheduled to discuss further.

Aberdeen Reconstruction:

Bayer Becker requested that underground utilities be marked for location to begin the field surveying. The surveying is scheduled to begin next week. Ms. Spoor asked if the

one-way street issue will be addressed. Mr. Claypole replied he will run it by residents at the meeting; hopes to have a plan in place in January.

Ms. Spoor asked if the city could landscape with some planters on Dixie Highway. She realizes trees or other large landscaping projects are not allowed. She stated the Wessel's project in Ft. Wright includes more elaborate landscaping and asked why this is not allowed along Park Hills' Dixie corridor. Mr. McMurtry explained that Ft. Wright had unique zoning in place which was agreed to at the time of planning. Mr. Bayer stated the city could possibly submit plans to vacate the right of way to do a small landscaping project.

E. Finance Department

Motion to approve the financial reports for the month of November was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

Chief Stanley stated money was put into the Police Department Forfeiture Fund so that bank fees are not assessed.

Motion to pay the Road Fund Invoices in the amount of \$14,677.50 was made by Mr. O'Hara; second by Ms. Zembrodt. Roll call: all ayes

VI. Committee Discussions

A. Infrastructure and Public Works – Skip Fangman – Not present

Ms. Zembrodt will act as chair until Mr. Fangman returns.

Most items were covered under the engineer's report

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

C. Communications Committee – Steve Elkins – No report

D. Parks, Beautification and Recreation Committee – Pamela Spoor

Ms. Spoor thanked Mr. VonHandorf for decorating the park for Christmas.

She again brought up the idea of a walkway path to go to the lower part of Trolley Park.

Mr. Jason Reser passed out several design options of what the path might look like. The path would be from 8' – 12' wide to accommodate walkers and bikers coming both ways.

Ms. Spoor wondered if the project could be done in-house and asked Mr. VonHandorf to get some estimates for the project.

Mayor Mattone asked Mr. Reser if he had an update on the grant for the primary walkway. Mr. Reser stated that he is a member of the Tri-State Trails Committee and they made recommendations to OKI for upcoming plans, including Park Hills'. Since Park Hills is part regional and local to Devou Park, it puts it in a better position to receive funding. He said Covington looks to move ahead to vacate the downhill side of Amsterdam Road and create a pathway connecting it to the Main Straus area.

E. Historic Preservation Committee – Pamela Spoor – No report

F. Personnel Committee – Skip Fangman – Not present

NDADD has looked over the city's personnel policy and has completed a draft for review.

G. Mayor's Group Report

The Mayors' Group Meeting was held Saturday, November 21, 2015 in the Taylor Mill, at the Park Place in Pride Park at 5614 Taylor Mill Road.

- JD Chaney and Bryanna Carroll of the KLC were present and presented the annual "Friend of the Cities Award" to Senator Chris McDaniel.
- JD addressed the group concerning the required amount of basic training a new police officer must undergo. It recently was extended from 18-22 weeks, and then one additional week was added making it now 23 weeks long.
- Dr. Lynne Saddler, District Director of the Northern KY Health District gave a power point presentation on the Heroin use, and IV Drug use. Sharing needles causes Hepatitis C, B and HIV. A packet of information was presented to each in attendance. Discussed need for a needle exchange program in Northern KY.

The Mayors' Group Meeting was held Saturday, December 12, 2015 in the Crestview Hills City Building.

- Garren Colvin, CEO, St. E's discussed the Needle Exchange Program from their perspective; they feel they can allocate funding for the program, but that an ER was not necessarily the best location for an exchange program. He suggested that the municipalities enter into some kind of agreement that required the neighboring counties to commit to a program within their borders so that Kenton County would not need to "go it alone" with a needle exchange site.
- Ed Butler gave a Kenton County 911 dispatch update, update on new radios and timeline for purchase of new mobiles by local governments.
- 2017-2018 is projected date of new digital system implementation. Current costs of each handheld units are about \$3K. The prices might drop, but it will be costly and also the municipality's responsibility to replace the units.
- Looking at aggregate buying and other countywide discount options in the next few years.
- Were advised to be on the lookout for new "mini cell towers" appearing in our community; they fix cell coverage "holes", are placed in the ROW, and need local approval before installing. Could be several thousand throughout the Tri-State. PDS ask that we inform them of any requests to install the towers in Kenton Co.

H. Mayor's Update

Park Hills:

- On November 20th, Covington Catholic held a school assembly to celebrate the Soccer Teams 1st State Title, and the 1st State Soccer Title in NKY. Park Hills presented a Proclamation declaring November 20th CCH Soccer Team Day in Park Hills. Ft. Wright and Kenton County present similar proclamation to the school and soccer team.
- Held our preliminary Street Meeting with the residents of Altavia.

- On December 4th I met with Duke Energy representatives to discuss Municipal Programs and tree clearing issues
- Attended the Bevin/ Hampton Inauguration in Frankfort with the kids; was declared “tied” for the worst dad in Kenton Co. for taking them by my 5th grade daughter (she had a classmate whose father made his 5th grade son attend).
- Served on a police interview panel for Ft. Wright on December 9th
- Attended a Controlling Health Care Costs seminar with Monty O’Hara on December 10th that looked at trends and issues that municipalities will need to consider moving forward when insuring their employees.

Covington:

- On November 20th, Covington held a ceremonial Ribbon Cutting event at the Devou Clubhouse.
- Greg Claypole, Monty O’Hara and I met with the City of Covington, Gateway Technical College Officials, Catalytic Fund Representatives, and Kentucky Community and Technical College System (KCTCS) on December 2, 2015 at Covington City Hall and discussed the status of the Gateway property. The property has been being appraised and the (KCTCS) will likely list the property for sale in early 2016.
- There is still a potential for a Development Study that will be undertaken; the costs would be reimbursed after the sale of the property.

Fix the Dixie Report:

- No report. No news on the KYTC TAP Grant. Continued positive feedback on the new pedestrian light along Dixie and questions about the City adding more.

PDS Council:

- No Report; next meeting is January 28th at PDS Council Chamber
- There will be a discussion about increasing fees for services rendered by the Kenton County Planning Commission. That discussion was tabled for two months and will be discussed by the PDS Management Board. All municipalities will be notified of the proposed/ recommended changes prior to the KCPC vote.

VII. Old Business

Ms. Zembrodts asked if the owner of the storage unit on Dixie Highway was finished with his improvements. She stated when he came to a prior meeting, he showed pictures of what he anticipated the property to look like when completed; it does not. Mr. McMurtry recalls being here when he made his presentation. He will look at the final renovation and see if there is anything the city can do. Moving forward, Ms. Spoor stated she would like to make sure plans are completed as said.

Ms. Zembrodt asked if letters could be sent to the Mt. Allen and Exter residents regarding the status of the paper street between them. Mr. McMurtry stated he could draft a letter to be sent.

VIII. New Business

Motion to change the city clerk's office hours to Monday and Friday from 10:00 a.m. – 6:00 p.m. and Tuesday, Wednesday and Thursday from 9:00 a.m. – 5:00 p.m. effective January 1, 2016 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

Mayor Mattone stated he spoke with someone from the Gateway College regarding the status of the building. He said he was assured the owners/maintenance would keep the building safe until its demolition. Mr. Claypole wants to keep informed on the status of the property.

Mayor Mattone stated he would like to have residents join committees of the city. He would like to have the committees formed by January's Council Meeting. Chief Stanley would like to form a Safety Committee to include Chief Rigney and Mr. VonHandorf. Meetings would be held to discuss the concerns and safety issues of residents. Chief Stanley will put the idea on his Facebook page so residents can get involved. He would eventually like to see the committee run by the residents themselves. Ms. Spoor reminded Mr. O'Hara that the trash/recycling contract is up this June and the city should be looking at obtaining bids.

IX. Delegations

A. Fix the Dixie – Mayor Matt Mattone – No report

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

The new building is now open.

C. Planning and Development Services of Kenton County – Mayor Matt Mattone
The next meeting is scheduled for January 28th to discuss fee changes

D. Telecommunications Board of N. KY – Dick Lange

Given earlier in the meeting

D. Northern KY Area Development District – Kathy Zembrodt


Discussion centered on the closing of the area Senior Centers.

F. Code Enforcement Board – David Gray

Mr. Gray stated the owners of 1010 Amsterdam Road were issued another citation and will be discussed at the next meeting. Mr. McMurtry hopes to have the nuisance Ordinance ready for the next meeting to address the CEB matters, among other issues.

8:52 Motion to adjourn from business meeting was made by Ms. Zembrodt; second by Mr. Elkins

Business Meeting
December 14, 2015
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Mayor, Matt Mattone

ATTEST:

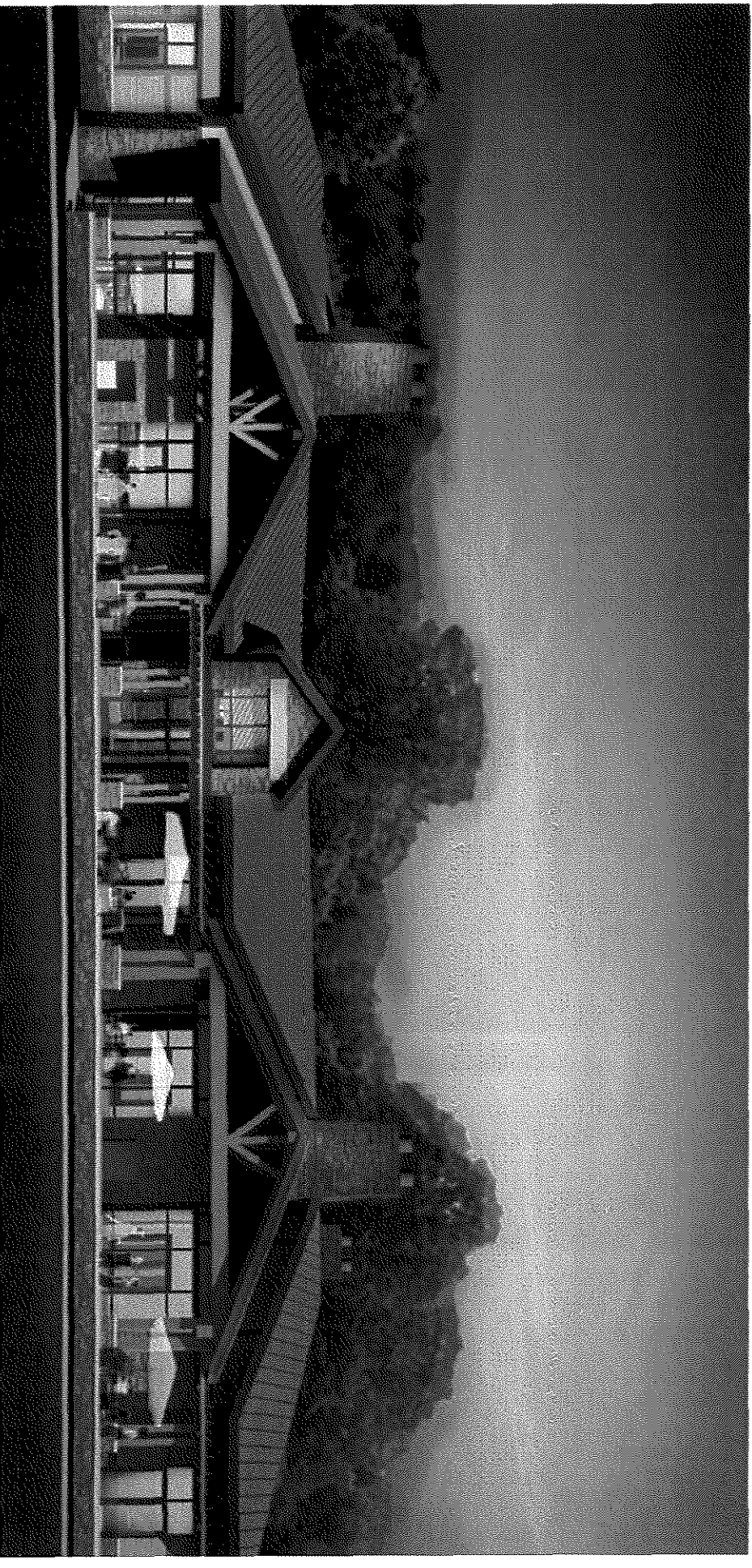
City Clerk

Devou Park Golf Course Clubhouse

Presentation at Park Hills City Council Meeting

December 14, 2015

New Devou Park Golf Course Clubhouse



Project Need

- 1910 William P Devou gifted Devou to Covington with Trust
 - Nominal trust fund
 - Restrictions on use
- 1934 Clubhouse Constructed
- 1980 Devou Park Master Plan rates Clubhouse in “poor condition”
- 1998 Devou Park Advisory Committee (DPAC) created
- 2004 Drees Pavilion constructed and Devou Properties Inc (DPI) created to oversee operations
 - Memorial Building Razed to Make Way for Drees Pavilion
 - To date over \$3.5 million in capital investment in the park not otherwise possible
- 2011 Upper floor of clubhouse deemed inadequate due to code issues – lost golf outings

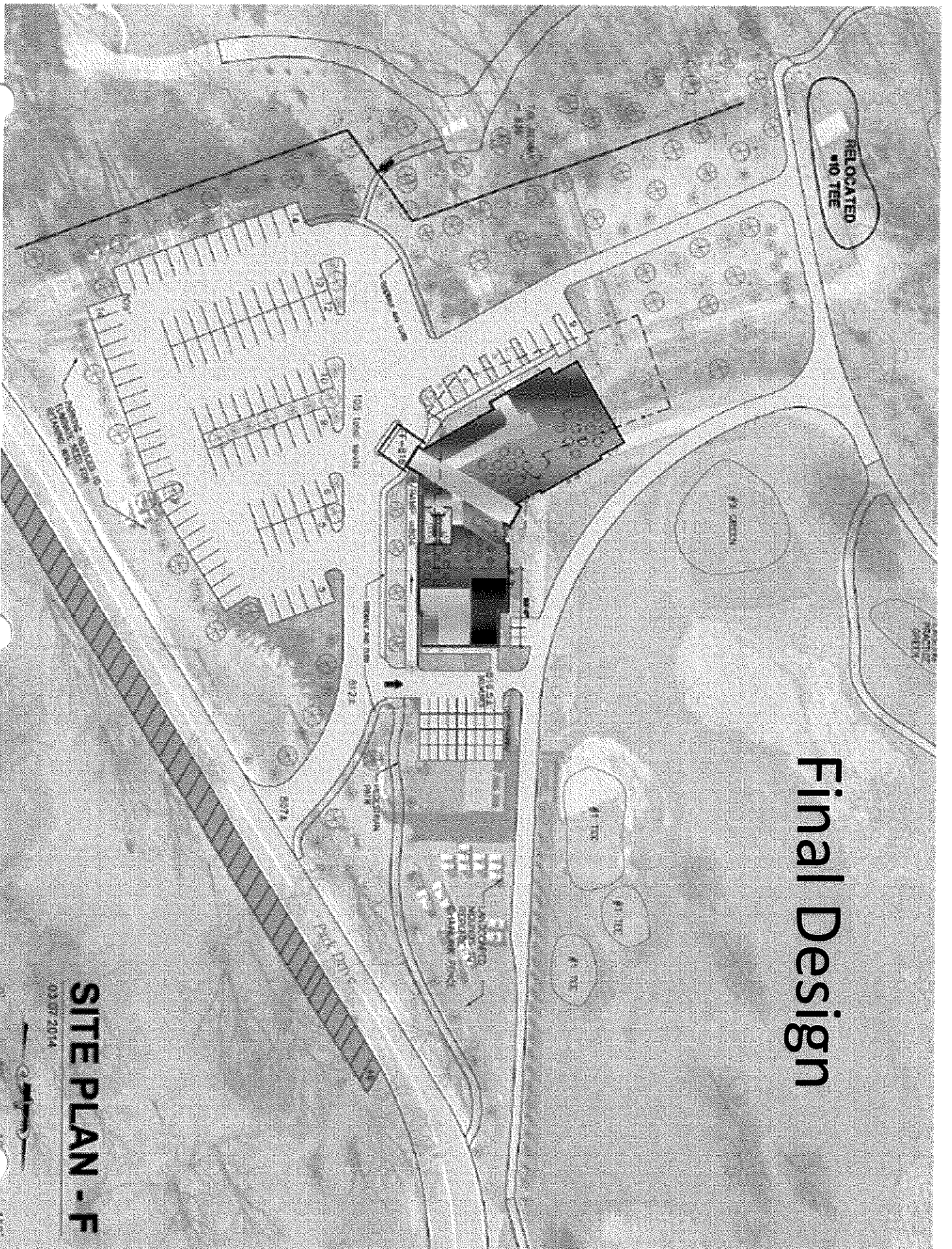
Clubhouse Project History

- 2011
 - Devou Park Advisory Committee (DPAC) acknowledging need to address condition of Golf Course Clubhouse forms Clubhouse Sub-Committee
 - Recommendation to fund feasibility study from Drees Pavilion allocation
- Nov 2012
 - Commissioned by Devou Properties Inc, Hotel Leisure and Advisors perform feasibility study – proves market for 200 seat facility
 - Commissioned by Devou Properties , Inc, CDS Associates, Inc develops design program of building and analyzes sites, determines rehab of existing clubhouse not feasible
- Feb 2013
 - DPAC and Devou Properties Inc Board (Drees Pavilion) approve \$500,000 commitment toward new Clubhouse
- April 2013
 - Hub & Weber contracted by City to lead design efforts and funded by both Devou Boards.

April 2013-March 2015

- Held 2 design charrettes reviewing 5 alternatives
- Held 9 public input meetings
- Made revisions based on input from Board Members, Golf Course Staff, Drees Pavilion Staff, Park Hills Residents and Park Hills City Council

Final Design



Project Summary

- Clubhouse Needed to be Replaced
 - Current code issues and ‘band-aid’ repairs
 - Losing revenues from lost golf outings
 - Facility cannot be used by residents for other non-golf events
 - City will have to subsidize golf course more if not addressed

Project Summary (cont'd)

- Multiple site plan changes to mitigate concerns of nearby Park Hills' residents, including relocating the existing #10 tees
- Provides a pleasant and convenient place for Park visitors to get food and beverage, rent bicycles
- Park Ranger station at new Clubhouse
- Eliminates storm water runoff into Miller's Pond in Park Hills by diverting to detention lake on golf course

Project Schedule

- Completed No later than Spring of 2017
- 365 “Days” in Contract
- Heavy Trucks to be Routed Around Park Hills

Covington's Project Team

- Project Manager, Rick Davis, P.E., Assistant City Engineer, Public Improvements Director
- Bill Matteoli, Assistant Project Engineer
- Rosie Santos, Parks and Recreation Specialist
- David Peru, General Manager, Devou Park Golf Course

Project Communication Plan

Covington and Park Hills

- Covington - Rick Davis, Project Manager
- Park Hills - Dan Von Handorf, Public Works Director
- We ask Park Hills residents' to contact Mr. VonHandorf with any questions during project so that Park Hills' officials remain informed.