

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 14, 2017 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTHEW MATTONE PRESIDING
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, JASON RESER, GREG CLAYPOLE, STEVE ELKINS AND KARL OBERJOHN
ALSO PRESENT: ASSISTANT CITY ATTORNEY, KYLE WINSLOW AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the July 10 and July 24, 2017 minutes was made by Mr. Claypole; second by Mr. Oberjohn. Roll call: all ayes

I. Petitioners

A. Mr. Kurt Bovard addressed Council regarding a paper street off of Arlington Road he would like to use to put in a driveway to a new home. Mr. Bovard stated he bought property off of Coram Street to build the home. He passed out a map of the property to Mayor and Council. The property at the top of Coram was vacated and is inaccessible except for a 'paper street' which is 35' wide and sits between 907 and 911 Arlington Road. He stated he was directed by PDS to ask the city's permission. Mr. Bovard wants documentation from the city before pursuing. He stated he also spoke with individuals from the SD1 and they said, as far as utility lines, it would be fine. Mr. Tim Kruse, 910 Arlington Road, also passed out pictures to Council showing where his home sits. Mr. Charles Chapman, 911 Arlington, along with his son was present at the meeting. Mr. Chapman was concerned that Mr. Bovard's potential driveway would result in taking down some of his trees and interfere with the Red Tailed Hawks he says lives in them. Mr. Bovard stated he doesn't want to disturb the neighbors and is only asking to use the public right of way to install a 10' driveway with as little impact on the natural surroundings as possible. Mr. Chapman apologized to Mr. Bovard stating he had no problem with a 10' driveway; believing at first that it would be 35'. Mayor Mattone suggested Mr. Bovard meet with the other neighbors affected by the driveway to come to a resolution. Mr. Winslow recommended to Council that no action be taken this evening and wants to make sure the area in question is a public right of way. He would like attorney Arnzen, whom Mr. Bovard stated he spoke with, to send a letter to him regarding the matter. Mayor Mattone stated he could have Chief Stanley do a traffic/speed count on Arlington in regards to Mr. Kruse's concern about safety.

II. Resolution No. 6, 2017 adopting the Northern KY Regional Hazard Mitigation Plan was read by Mr. Winslow. Motion to accept Resolution was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

III. Department Reports

A. Police Department – Chief Cody Stanley
Chief Stanley's monthly report included the following:

- Lt. Webster is investigating the burglary on Rose Circle
- Recently, the Devou Park Radio Tower had to be taken down due to past damage. The department is currently operating on a temporary tower and from a tower in Cincinnati; the department's radio signal/transmission is suffering as a result.
- The Kenton County Communications Center is offering each department the opportunity to review the possible radio replacements and Lt. Webster, Sgt. Prater and Chief Stanley will be attending one, or more, of these meetings.
- Covington Catholic High School will be hosting its first Friday night football game on August 18th and has hired five off-duty officers to cover security and traffic.

Ms. Spoor asked Chief Stanley to review the Regional Hazard Mitigation Plan Resolution passed earlier and report back to Council on enforcement procedures.

B. Fire Department – Chief John Scott Rigney

Chief Rigney's monthly report included the following:

- A total of 39 calls for service were received during the month of July. The incidents are broken down by type on the activity report Council received.
- Crews assisted Ft. Wright F.D. on July 4th at I-75 with a large semi-trailer crash. The accident involved two tractor trucks and resulted in complete closure of all northbound lanes for several hours.
- Conducted life-safety inspection with the PDS at 1064 Emerson Road. No imminent hazards to current occupants found at this time.
- The annual Fire Department Recruitment Drive was conducted throughout the month of July.
- Annual fall hydrant flushing will begin the week of September 5th.

Mayor Mattone stated a fireworks company contacted the city regarding a firework display for CCH's night game this Friday. Chief Rigney stated they are under the jurisdiction of the state fire marshal and they would need to fulfill all the necessary requirements before they would be permitted to have the display. Chief Rigney stated if they were a reputable company, they shouldn't have any problems meeting the requirements.

Motion to allow the fireworks, subject to the satisfaction of the forms/requirements as talked about by Chief Rigney, was made by Ms. Spoor; second by Ms. Zembrodt. Discussion followed. Mr. Oberjohn didn't like that the city had no notice of this until late this afternoon. He would have liked to make sure residents of Old State Road were notified and could weigh in beforehand. Mayor Mattone suggested CCH notify the residents near the school. Mr. Elkins says he has nothing against the school but agrees with Mr. Oberjohn about the timing. Mayor Mattone would like to reach out to the school and ask them to notify the city at least 30 days prior to any firework displays.

Ms. Spoor amended her motion to include notification of adjoining residents near the school as well as a message through the city's Reach Alert; second by Ms. Zembrodt. After more discussion regarding resident notification, Ms. Spoor withdrew her motion to allow.

C. Public Works Department – Dan VonHandorf

Mr. VonHandorf thanked everyone for another month and also the finance committee for recommending a nice raise for him. He stated right now things are pretty quiet; the Old State Road sidewalk project is set to begin this week. Mr. VonHandorf stated he will be repairing some bad spots in the pathway that connects Old State Road to Amsterdam Road. He will have this completed by the end of the week as the pathway is commonly used by children walking to and from school.

The Audubon storm sewer project should begin the Tuesday after Labor Day.

He added that the grass has been cut at both 1010 and 1028 Amsterdam Road but some other issues still remain. The property at 1331 Amsterdam Road was mowed by a neighbor who has the house next door to it for sale.

D. City Engineer – Jay Bayer

Projects in Construction Phase

Aberdeen Reconstruction Project

Paul Michel's and Sons has submitted a pay request for the completed construction. Bayer Becker has provided a recommendation for payment. A retainer is being held until the SD1 Punchlist items are completed. Bayer Becker has completed the Storm Sewer As-Built Drawings and provided them to SD1.

1208 Audubon Road Storm Sewer Project

A preconstruction meeting was held with the contractor, Eaton Asphalt, for the Audubon Storm Sewer Project. They plan to begin work just after Labor Day. A communication is being prepared to notify the affected property owners and the residents in the immediate area.

Old State Road Sidewalk

Len Riegler Blacktop Company plans to begin construction the week of August 14. Weather permitting, they anticipate approximately one month to complete.

Projects in Design Phase

North Arlington Road Improvement Project

Duke Energy is designing the relocation of their gas main with this project. Bayer Becker has submitted the design of the water main to Northern Kentucky Water District and have received comments. Upon completion of the gas main and water main design, the project can be bid for construction.

Jackson Road Improvement Project

Bayer Becker is preparing a submittal to SD1 for a 50/50 match for storm sewer infrastructure. Exhibits have been provided to the city to obtain required storm sewer easements.

Private Projects in the City

Audubon Forest Project 16-0193

3/2/17 Contractors moved equipment on site

3/6/17 Clearing of trees began. Clearing is expected to last several more weeks

3/23/17 City was notified that burning would begin on 3/27/17

Discussion regarding potential grants for the St. Joseph Lane sidewalk was discussed. Ms. Spoor commented she would like notification from the contractors when large equipment is brought in for the Audubon storm sewer project.

Mr. Bayer recommended Council approve the payment of \$52,347.55 to Michels for their work on the Aberdeen Road project. The city will still hold a 10% retainage fee until the final punch list is completed.

Mr. Oberjohn voiced his disapproval of the Aberdeen contractor as they finished 6 months late. He would like to take Mr. Bayer's recommendation to send them a letter stating the city's disappointment. Mr. Oberjohn does not want to burn bridges, but would like to express to Michels the city's frustration. He would like to see more pressure exerted on contractors in the future in regards to the city's street projects.

Discussion turned to penalties and the enforcement of them. Mr. VonHandorf stated there was a clause in the contract setting the penalty at \$500 per day. Mr. Bayer stated most cities are not very strict with the penalty enforcement.

E. Finance Department

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

Motion to pay the Road Fund invoices in the amount of \$66,477.55; Municipal Road Aid invoice in the amount of \$259.80 and the Vehicle Fee Fund invoice in the amount of \$722.00 was made by Ms. Zembrodt; second by Ms. Spoor.

Mr. Oberjohn made a motion amendment to suspend the Road Fund payment to Michels in the amount of \$52,347.55 until the Infrastructure Committee can discuss and a letter is sent to Michels regarding the delay of the project; second by Mr. Reser. Mr. Bayer offered to invite representatives from Michels to the next Infrastructure Committee meeting. Ms. Spoor also asked that Mr. Winslow read over the contract between the city and Michels with regard to the Aberdeen project. Roll call: all ayes

Ms. Zembrodt asked that, in the future, the parking permit decals be called city street usage decals. Mr. Reser stated the Finance Committee had some suggestions regarding the decal fees and they can discuss them further at the next meeting.

IV. Delegation Discussions

A. Telecommunications Board of Northern KY – Richard Lange

Mr. Lange stated there was no meeting in July. The next meeting is this Wednesday, August 16th. Mr. Lange added Spectrum moved its public channels into the 200 range.

B. Code Enforcement Board – David Gray

Mr. Gray stated the Board met last Thursday and Park Hills had no properties on the agenda. Mayor Mattone asked Council members to consider being an alternate to Mr. Gray in his absence.

V. Committee Reports

A. Historical Preservation Committee

Ms. Spoor reminded everyone about the lecture by Mr. Paul Tenkotte; the first one taking place on September 7th at the Behringer Crawford Museum. The lectures will focus on Park Hills' history and architecture. The lectures are free to Park Hills' residents. Ms. Spoor also reminded everyone of the next committee meeting tomorrow evening.

VI. Old Business

A. Gateway property update

Nothing new to report

B. Berling update

Ms. Zembrodt stated she spoke with Mr. Berling regarding the timeline of the development. Mr. Berling stated he keeps getting pushed back by his contractor. He will only work with this certain contractor and will wait until they are available. Ms. Spoor stated Mr. Tony Berling assured her he would inspect and remedy any problems with the current condition of the property.

Mayor Mattone read the response he received from Mr. Preston, PDS. It read 'Visited the site at 1219 Audubon and found that the grass at the entrance and around the bend is in need of trimming, a letter will be sent accordingly. Also in that letter, we will seek to ascertain the construction timeline for the project'. Mayor Mattone added that he was told it can be hard to enforce problems on sites set for development.

Mr. Bayer stated that as the grading of the property takes place, the geo-tech will be on site. Ms. Spoor would like monthly reports of the development progress. She reminded everyone that since there was no need for a zone change, no development agreement was put in place.

Mr. Kevin Theissen, Audubon resident, approached Mayor and Council asking about the debris on the property and if Mr. Berling will be held accountable for a timeline. He reminded Council it has been a year since Mr. Berling first came to the city with his plans. He went on to say, the agreement says 3 stop signs will be put in at the new intersection. He requested that 2 of them be put in sooner. Motion to install 2 stop signs immediately was made by Mr. Reser; second by Ms. Spoor.

Chief Stanley said warning signs should be put in place first so residents can get used to the new signs; also let everyone know via the city's Reach Alert system.

Mr. Reser amended his motion to install the stop signs after the proper notification; second by Mr. Elkins. Roll call: all ayes

Discussion turned back to the Gateway property. Ms. Spoor stated she was told the buildings on the property would be demolished around November. Chief Stanley would like to see them come down as soon as possible so that people are not going into the vacant buildings. The Chief stated he would call Mr. Zeltwanger to discuss.

Mr. Oberjohn asked if Mr. Berling is required to put up a temporary fence around the construction site. Mayor Mattone stated PDS does inspections of the property and that people should call if they see anything. The Mayor added he will try to set up another meeting with the Berling delegation members.

VII. New Business

A. The Mayor's Group meeting is scheduled for this Saturday, August 19th at 9:00 a.m. at the Elsmere Senior Citizen's Center.

B. CERS Separation and Stability Forum

Mayor Mattone stated a forum is scheduled for Thursday, August 31st at 5:00 p.m. at the Florence Government Center. The forum will discuss solutions to fix Kentucky's ailing pension system. Resolution No. 5, 2017 shows support for the separation of CERS and KRS. Motion to accept the Resolution was made by Mr. Elkins; second by Mr. Reser. Mr. Oberjohn asked if the Resolution could wait until after the forum. Some members of Council stated they would support the Resolution now. Mayor Mattone asked Mr. Oberjohn to attend the forum. Roll call: all ayes

C. BB&T loan draw

Ms. Zembrodt stated she initially thought the Road Fund loan had to be drawn in its entirety by a certain date. After speaking with Mr. Devault, BB&T, she found that the draw date is ongoing. Invoices are to be submitted to request a draw.

D. Sidewalk assessment and inventory from NKADD

Mayor Mattone stated the NKADD would map all of the city's sidewalks for \$2,500; they would also assess the condition of all the sidewalks for an additional \$1,500. The Mayor asked Council to consider expensing \$4,000 for the inventory and assessment of the sidewalks. The Mayor added there would be digital information from an outside party so that Mr. VonHandorf wouldn't have to check all the sidewalks himself and also would not be put in the middle in informing residents of required repairs. Mr. Bayer added it may also be helpful in budgeting for repairs and replacements. Discussion will continue at the next Caucus meeting.

E. Farmer's Market/Permits

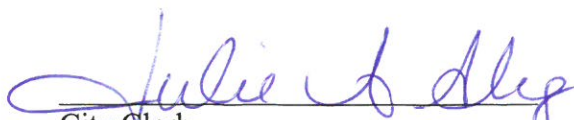
Mayor Mattone would like to see if Park Hills could have a Farmer's Market within the city. Ft. Mitchell has a Farmer's Market and no permit is required unless meat is being sold. Chief Stanley stated the city's permit requirements for the sale of food is very stringent with its requirements and should be readdressed. The Chief doesn't understand why the city can't just use the permit issued by the county. The Mayor would like to have further discussion at the upcoming Caucus meeting.

9:37 Motion to adjourn from Business Meeting made by Ms. Zembrodt



Mayor, Matt Mattone

ATTEST:



City Clerk