

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 11, 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: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Mayor Mattone wished Mr. McMurtry a Happy Birthday!

Motion to approve the November 13 and November 27, 2017 minutes, with amendment to the November 13, 2017 minutes, was made by Mr. Oberjohn; second by Mr. Claypole
Roll call: all ayes

I. Petitioners - None

II. Second Reading; Ordinance No. 17, 2017 regarding a tree inventory, 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. Second Reading; Ordinance No. 18, 2017 amending the Zoning Ordinance with regards to signs was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Reser. Roll call: all ayes

IV. Resolution No. 8, 2017 authorizing the Mayor to enter into agreement with Covington regarding the maintenance of two portions of streets that fall within the Covington boundary but service only Park Hills' residents was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. Claypole; second by Mr. Elkins. Roll call: all ayes

V. Department Reports

A. Public Works – Dan VonHandorf

Mr. VonHandorf gave his report first due to tonight's weather forecast.

Mr. VonHandorf thanked Mayor and Council for another month making it 4 years.

A walk through took place on Old State Road and there are a few items that still need to be addressed; probably in the spring.

The Audubon storm drain project is mainly complete.

The leaf pick up is winding down for the season and the snow removal equipment has been added to the truck.

Mr. VonHandorf helped with some of the Christmas decorations in the park with the help of Ms. Spoor and Ms. Catchen.

Mayor Mattone asked if the Nativity was going up this year. Mr. VonHandorf replied Ms. Spoor and Ms. Catchen took care of it in the past but he is glad to help if needed.

During the last Infrastructure Committee meeting, street lighting was brought up. Some of the city's streets have very little lighting. (Including lower Jackson) Mr. VonHandorf wondered if Mr. Bayer could help with the lighting issues on Jackson Road when the street is under construction.

There has been little movement on the Audubon Forest site.

Ms. Spoor thanked Mr. VonHandorf for bringing up the lighting issue stating she also noticed how dark some of the streets are at night.

Mayor Mattone thanked everyone who helped make luminary night so wonderful.

Mr. Claypole told Mr. VonHandorf he would be happy to help him set up the Nativity scene.

B. Police Department – Chief Cody Stanley

Chief Stanley handed his reports out at the meeting. Chief Stanley stated there was a speed survey conducted on Montague Road.

Chief Stanley referred to a news clip of the police department picking up delivered packages that are left in plain sight. There have been reports of thieves stealing packages off residents' porches. The police department has been collecting the left packages and taking them to the office for safe keeping until the owners arrive home. A note is left instructing them to call dispatch so that an officer can deliver their package back to them. Mr. Claypole asked that the news clip be added to the website. Mayor Mattone replied he is not sure of the protocol regarding videos on the site.

Mr. Claypole asked Chief Stanley to confirm that the department had 33,327 calls this year. Chief Stanley replied they did with a large number of the calls related to vacation checks. Mr. Claypole reminded everyone how fortunate our city is to have such a great police department. He also wanted to let everyone know that the non-emergency dispatch number is 859-356-3191. You can contact dispatch 24/7 to get a message to the police. Chief Stanley stated that Sgt. Jack Prater is retiring at the end of this year with his last day to work December 29th. A small luncheon will be held at the city building from 11:00 – 1:00 for anyone wishing to stop by.

C. Fire Department – Chief John Scott Rigney

Chief Rigney's monthly report included the following:

- A total of 33 calls for service were received during the month of November. The incidents are broken down by type on the activity report Council received.
- Crews assisted Covington F.D. with a multi-alarm fire; a thank you note was sent by the property owner.
- Both department engines received complete annual PM inspections and preventative maintenance. This is done once a year to make sure the engines are in good working order and last a long time.

- Crews conducted annual fall maintenance and winterization of all fire hydrants in the city. Chief Rigney asked residents to call the department if they notice a hydrant leaking.

Chief Rigney stated that his department had approximately 330 emergency calls this year. Mr. Claypole reminded everyone how much training the fire department volunteers take on and thanked them for their service to the city. He wished Chief Rigney a happy birthday this Thursday.

D. City Engineer – Jay Bayer

Projects in Construction Phase

Aberdeen Reconstruction Project

A 5% 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

Eaton Asphalt has completed construction of the storm sewer and their subcontractor has completed the restoration work. Eaton is addressing punchlist items from SD1.

Old State Road Sidewalk

Len Riegler Blacktop Company has completed the construction. A formal punchlist has been issued to the contractor. 5% Retainage is being held until restoration has been approved.

Projects in Design Phase

North Arlington Road Improvement Project

Bayer Becker has received design plans for the gas main from Duke Energy. Tentatively, the project is scheduled to be bid for approval at the February council meeting.

Jackson Road Improvement Project

SD1 has approved the 50/50 match for storm sewer infrastructure. The city has had initial discussions with affected property owners about storm sewer easements.

There are no new developments pertaining to the Audubon Forest project.

E. Finance Department

Motion to approve the October and November, 2017 financials was made by Mr. Oberjohn; second by Ms. Zembrodt. Ms. Spoor asked what the numbers at the bottom of the restricted accounts balance sheet under equity saying 'previous year' referred to. Ms. Alig stated she would ask Mr. Baker what these numbers reference. Roll call: all ayes
Motion to pay the Road Fund invoices in the amount of \$2,290.00 and the Municipal Road Aid invoices in the amount of \$1,760.00 was made by Mr. Oberjohn; second by Mr. Reser. Roll call: all ayes

VI. Delegation Discussions

1. Telecommunications Board of Northern KY – Richard Lange

Mr. Lange had nothing new to report as the November meeting was canceled. The Board's Advisory Council will be voted on this month.

2. Code Enforcement Board – David Gray

Mr. Gray stated there were no issues on the agenda last month regarding Park Hills.

Mr. Gray said the Board is looking to change the way it actions public hearing items. It is proposing that each city's representative will make recommendations concerning issues in their respective cities. They asked representatives to approach their city Councils' on how to proceed. Ms. Spoor asked Mr. Gray, as the city's representative, what his recommendation is. Mr. Gray does not like that the current process takes so long and would like to assess a minimum fine for residents who do not address their issues in a timely manner. Mr. McMurtry suggested Mr. Gray contact Mr. Winslow in his office to discuss. Mr. Winslow has been working on these citation issues and could offer some suggestions on how to proceed. Mr. Gray stated he would contact Mr. Winslow and report back to Council.

3. In regards to the Audubon Forest Development, there will be a Consulting Parties meeting on December 19th at the PDSKC.

4. There are no new updates in regards to the Gateway Development. Mr. Claypole would like to know when they plan to demolish the existing building on the site so that the surrounding residents can be notified. Mayor Mattone stated he would reach out to Mr. Zeltwanger.

VII. Committee Reports

A. Tree Board

Mr. Mike Conway was unable to attend so Mr. Pat Flannery gave the report. He began by saying the Tree Board helped with the planting of 58 trees this year. There were 18 planted as a result of the Plant A Tree in Your Yard Program. Thirteen residents responded to the Altavia Avenue tree replacement program. Those have all been planted with the exception of the 4 at the end of the street near Amsterdam Road which should be planted this week. Seventeen trees were planted in connection with the storm sewer project.

Mayor Mattone stated the grant for the University of KY was awarded but is unaware of the amount. The student arborists of the university will inventory the city's trees and also create a mapping. Mr. Flannery thanked the Mayor for working on this.

Mr. Flannery stated he would like to put trees on Audubon Road near the development to create a buffer. Ms. Spoor stated the city is working with Mr. Berling to get this done. Mr. Oberjohn asked Mr. Flannery, in regards to the Plant A Tree Program, who offers their guidance for choosing the correct tree for their home. Mr. Flannery replied that there is a list of trees to choose from and the Tree Board will assist in recommending the best tree(s) for a particular location. Mayor Mattone added; the student survey will also give recommendations of what types of trees are good for the city's streets.

B. Kenton County Planning Commission

Mr. Phil Ryan was unable to attend tonight's meeting

C. Economic Development

Mr. Reser stated another Plan Park Hills open house took place on December 5th at the Gardens of Park Hills. Three options for the area of lower Amsterdam (Amsterdam Valley) were discussed. Eighty-Eight percent of those in attendance who completed the survey stated they would like to see Park Hills pursue the development of this area. He hopes to be able to broaden their working group given the contact information provided and the interest expressed. Some residents said they would be interested in volunteering time or making a donating. The committee meets Thursday and will look at how best to make a recommendation to Council and the community; possibly presenting at an upcoming Caucus meeting. Mr. Reser reminded everyone that all are welcome to attend the committee meeting.

Mr. Reser went on to thank Mr. Sean Cottengim who designed the plans. Also, Howard Nemeroff, Jim Pfaller, Dominic Froelicher, Lisa Stamm and Stella and Karl Snowden. He also thanked the city's partners at the PDS, Kyle Snyder who helped with GIS, FAA licensed drone operator, Ryan Hermann, Joe Busemeyer for printing the maps and James Fausz and former resident Chris Kaeff from SD1. He also thanked everyone's significant others for allowing them to spend so much time on these projects.

Ms. Zembrodt would like to see the Amsterdam Valley plans set up at a Caucus meeting and have the surveys available to the public.

Ms. Spoor was unable to attend the open house but asked what the three proposals were and the cost associated with them. Mr. Reser replied he didn't spend any money to get estimates. Mayor Mattone stated he reached out to Mr. Scott Gunning with the County. He told him there are many ways to go about these projects. The dog park on 3L in Pioneer Park was leased to a group for \$1 and they maintained the property. Mr. Gunning said the County could help the city figure out costs; there may also be some grant opportunities. Mayor Mattone added; there may be some cost savings by working with Mr. Zeltwanger as he develops the Gateway property.

Ms. Spoor asked if any was much more expensive than another and which one was preferred. Mr. Reser replied that most were in favor of the most complex. Mayor Mattone believes the consensus is that something should be done to the area and plans are needed. Mayor Mattone is working with SD1 to possibly restore the creek on the property.

Mr. Reser brought up the idea of having Mr. Bayer help with figuring up some costs but also look at how much it would cost the city to have him do this. Ms. Spoor suggested establishing an amount the city can afford.

Discussion followed regarding the water runoff at the bottom of Amsterdam as it turns into Covington city limits.

Ms. LuAnn Holmes approached the podium to thank the committee and added that all of the drawings and literature was as good as any private corporation that she has seen in her professional career.

D. Infrastructure

Mr. Oberjohn stated the committee held their last meeting of the year two weeks ago and talked about what the next 5-10 years will look like. They also followed up on the PDS proposal for the city's infrastructure assessment.

Right now, the main projects are North Arlington and lower Jackson. Once these projects are complete the city will have to put the brakes on the deep fix projects due to finances and focus on smaller scale projects such as the St. Joseph and North Arlington sidewalk projects. Mr. Oberjohn stated he would like to see the city perhaps do 1 or 2 deep fixes on some of the shorter streets over the next 10 years; such as Hamilton Road and the unfinished portion of Lawton which are both less than 1,000 feet.

Mr. Oberjohn stated he, as well as Mr. McMurtry, believes it is important to have a sidewalk policy in place. The PDS gave a proposal for a sidewalk assessment along with pricing for assessing the street and curb conditions, lighting and street signs. The updated PDS proposal was given out at the meeting. The committee was in favor of the sidewalk assessment and the street signs. They were not in favor of the street pavement and curb assessment and split on the lighting assessment. Mr. Oberjohn is in favor of having the street lights assessed also. The cost for the sidewalks would be from \$2,825 (low end) to \$3,193 (high end). The cost to add street signs would be an additional \$884 (low end) to \$1,205 (high end). The cost to add the lighting would be the same as the pricing of the signs. The total for the sidewalk and signs would be from \$3,709 (low end) to \$4,398 (high end). Adding the lights would take the cost for all three to \$4,593 (low end) to \$5,603 (high end).

Ms. Spoor stated she would like to study the proposal more as this is the first she's seen it and perhaps get Mr. Bayer's input. Mr. Bayer stated his company would not be able to provide the city these services at this price and that he believes the PDS proposal is worth the money. He suggested the city reach out to Duke for a lighting assessment. Discussion followed on the lighting issue and most agreed to reach out to Duke first. Mr. Oberjohn reminded Council that the PDS proposal is for one walk through. Ms. Spoor asked that there be a protocol to include lighting with future street projects. Motion to accept the PDS proposal for a sidewalk and street sign assessment not to exceed \$4,400 was made by Ms. Zembrod; second by Ms. Spoor. Mr. Elkins voted aye on the condition the city ask Duke for their support regarding the street lights. Roll call: all ayes

E. Communications

Mr. Oberjohn had nothing new to report but used the last meeting of the year to reflect on the good work the committee has done and thanked everyone who volunteered their time for the website and the newsletters.

F. Financial Oversight

Ms. Zembrod; stated the committee met on December 4th where the vehicle decal fee was discussed. The committee would like to change the Ordinance so that this money can be used for other things. They are also looking at better ways to collect the fee such as adding it to the tax bill.

The committee also discussed the new financial report format provided by Mr. David Baker. They are also looking into the shortage of trash revenue as opposed to what the city is paying Rumpke. There is a shortfall of about \$4,000 per year. The city clerk will contact Rumpke and look into the number of homes the city bills for trash collection.

Mr. Claypole suggested the Mayor contact Ludlow's Mayor to see how they now collect their vehicle fee as they no longer sell decals.

VIII. Old Business

A. Pension reform

Mayor Mattone stated that the KRS Board of Trustees voted last Thursday to accept and pass the cost of the pension shortage on to the cities. Park Hills' contribution to the retirement system would go up 50.5%, roughly \$67,000 per year. Mayor Mattone met with other Mayors in the area to work with the KLC in reaching out to state legislators. They are hoping for some legislative fixes in Frankfort to alleviate the cities' burden. Mr. McMurtry stated some other local cities have joined a lawsuit to say the funds should not be co-mingled and that they have mis-invested the funds. The relief the lawsuit seeks is separation. Mayor Mattone stated Mayor Hatter is trying to get all the municipalities in the County join in the lawsuit. Mr. McMurtry said the litigation is against the KRS saying they have to separate the funds and invest the county employee funds; not in hedge funds. Because the state funds are so little, they are unable to invest so they need the county employee retirement system fund (CERS) mixed in so they can engage in this hedge fund investing in an effort to get maximum returns; thus, using the cities' monies to prop up the state funds causing risk to the entire system.

Motion to authorize the Mayor to join the lawsuit against the KRS was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

Ms. Spoor wanted to point out to everyone that the Special Reserve Funds she questioned earlier on the balance sheet are lumped into the Reserve Fund and were created by Ordinance. She added; they can only be undone by Ordinance. She asked everyone to be mindful of that and would like Council to have a full discussion on it.

IX. New Business

A. An Ordinance is being proposed which would allow residents to petition for a handicapped parking sign in front of their home. Mr. McMurtry presented a standard Ordinance for Park Hills for Council to look over for first reading next month. Since bad weather may incur, it was suggested by Mr. McMurtry to read the Ordinance as an emergency.

B. Mayor Mattone attended a meeting with Duke last Thursday to discuss an electric rate case. Duke is asking for a 15% rate increase across the board for customers. Residential customers' rates would go up by 17.4%; street lights would go up 11.8%. The last time Duke proposed a rate increase in 2006 they requested a \$66 million rate hike and received \$49 million. They will ask high but may not receive exactly what they ask for.

Duke is looking at 'targeted underground distribution' which is relocating power lines underground. Mayor Mattone stated they may want to look at Park Hills as a test case study.

Ms. Cara Brooks, Duke Energy, got back with the Mayor regarding the number of outages Park Hills has incurred over the past decade. There are two areas in Park Hills that have the most outages. The first area experiencing 6.375 per year over last 10 years with the average outage being 99 hours per year. This area is described as the North side of new Amsterdam ending at Park on Amsterdam and up behind Audubon. The other is 3.25 per year averaging 9.5 hours per year. This area is described as south of new Amsterdam running along Amsterdam west of Park. Mayor Mattone will see if Ms. Brooks will send a map of these locations.

Mr. Claypole stated he received a call from Mr. Greg Johnson saying there was an issue with one of the sleighs during the city's Christmas in the Park. He asked that Mr. Claypole bring up the fact that the Devou Park Clubhouse donated a golf cart to transport Santa to the park and to thank them.

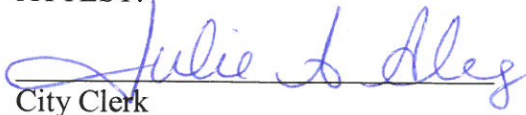
Mr. Claypole thanked all the volunteers including Mr. Lange, Mr. Gray, those working on the newsletter, everyone who gives their time to the city and also recognized the city employees.

Mayor Mattone reminded everyone about Breakfast with Santa at the Devou Golf Course on Saturday.

9:15 Motion to adjourn from Business Meeting was made by Ms. Spoor; second by Ms. Zembrodt.


Mayor, Matt Mattone

ATTEST:


City Clerk