

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 8, 2017 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY
MAYOR MATT MATTONE - ABSENT.

COUNCILMEMBERS PRESENT: PAMELA SPOOR, KATHY ZEMBRODT, KARL OBERJOHN, GREG CLAYPOLE, JASON RESER AND STEVE ELKINS

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

Call to Order

Pledge of Allegiance

Ms. Spoor made a motion to allow Ms. Zembrodt to preside over the meeting in the Mayor's absence; second by Mr. Elkins. Roll Call: all ayes

Roll Call

Motion to approve the February 27, March 13, 20 and 27 and April 10, 2017 meeting minutes, after amendments, was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes

Amendments:

February 27 – Attach PDS documents to the end of the minutes

March 27 – change Ms. Zembrodt to Mr. Elkins asked what Ms. Sandfoss meant by 'tipping point'

April 10 – Remove line after petitioner (e) Mr. Russo 'highly recommends hiring a City Administrator; however,'

I. Petitioners

A. Ms. LuAnn Holmes asked why the Caucus Meeting was cancelled last month. Ms. Zembrodt replied two Council members were going to be absent and that there was not much on the agenda. Ms. Holmes understands the Caucus Meetings to be for residents to come and speak. Ms. Spoor suggested calling the city clerk ahead of time if you wish to petition so Council is aware. Mr. Claypole was only aware of Mr. Elkins being unable to make the meeting. Future cancellations can be sent out by Lt. Webster through Reach Alert.

II. Second Reading; Ordinance No. 8, 2017 amending the HC Zone was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

III. Resolution No. 1, 2017 authorizing the Mayor to apply for a text amendment for a windscreen at CCH was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. Oberjohn; second by Mr. Elkins. Roll call: all ayes

IV. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley passed out his report. He stated there was not much in the way of major cases. He is taking care of some minor phone issues and Reach Alert acquired a new contact bringing the total number of subscribers to 402.

Ms. Zembrodt asked if Lt. Webster could have the meeting day (2nd Monday of every month) on the digital sign at all times.

Chief Stanley relayed to Council that at the last Bromley city meeting, the Council unanimously voted to extend the police contract through 2025 for the same fee. Attorney McMurtry will put together an inter-local agreement to extend the contract.

Chief Stanley let everyone know that the department will celebrate its 90th year anniversary next month and will hold a festival in the church lot across from the city building.

Ms. Spoor brought up the vicious dog incident and asked Chief Stanley if he would give his input on changing the inadequate penalties for animal attacks. Chief Stanley stated he would research the issue and have a report at the Caucus meeting.

Discussion turned to the police department's upcoming budget. Ms. Spoor stated the Chief turned in a budget of \$713,000 to include eight (8) full time officers. The question was raised during the financial meeting if it would work having 7 full time and 1 part time officer working 12 hour shifts. Chief Stanley stated he is not a fan of 12 hour shifts but would check with his officers. He believes he would still run into the problem of not being able to give his officers time off when requested. Ms. Spoor gave the Chief the minutes from the last Financial Oversight meeting to look over and resolve as soon as possible.

Ms. Spoor relayed to everyone that the Chief achieved a savings by not requesting a raise for himself or for Lt. Webster; his proposed budget only increased by \$2,000. Ms.

Zembrodt also mentioned that one of the officers was planning on retiring next year.

Chief Stanley stated Sgt. Prater planned on retiring in December.

Mr. Reser stated he is not comfortable with the Chief and Lt. not receiving raises. He would like to look at ways to fund the department along with radios and other needed things.

Chief Stanley stated he would give a report at the Caucus meeting. The Chief's meeting is Wednesday and he hopes to have more information regarding the radios and their cost.

B. Fire Department – Chief John Rigney

The fire department report was sent to Council earlier; the report includes the monthly totals.

- There were 44 calls received during the month of April. The incidents are broken down by type on his Activity report.
- Crews participated in joint Aerial Ladder training with Ludlow and Ft. Wright units at the old Park Hills School. Training will be ongoing until the building is demolished.
- Hydrant flushing was completed in the residential areas.
- The Department held a 75th Anniversary members' reunion at the firehouse last Sunday. The Chief had commemorative coins made to mark the anniversary. He had coins made for the Mayor and Council. The department was founded on March 19, 1942.

- Members attended and participated in the services for Assistant Chief Emeritus Ray Knochelman. Ray was a Lifetime Member of the Fire Department and the last living founding member. He passed away on April 12th.
- Chief Rigney state he also did not have a cost for the new radios yet; depends on the type and the quantity.

C. Public Works – Daniel VonHandorf

Mr. VonHandorf thanked everyone for another month.

Duke is set to rewire and re-pole along Amsterdam Road. They will start at Dixie Hwy. and Montague Road and continue to Vidot Court in Ft. Wright. They will then pick up at the old Trolley Building and continue to Lawton Road. The project will be at Duke's expense.

Ms. Zembrodt asked if Mr. VonHandorf would put a sign on Audubon reading 'No Construction Traffic'; she states the traffic is going up Audubon and then has to turn around in residents' drives. Mr. VonHandorf stated that the new clubhouse will have a Park Drive address but the current address is Audubon so that is where GPS takes drivers. He will work with Rick Davis of Covington to get a sign up as soon as possible.

D. City Engineer – Jay Bayer

Projects in Construction Phase

Altavia Reconstruction Project

Fred A Nemann Company is completing the final punch list items.

Aberdeen Reconstruction Project

Paul Michel's and Sons has constructed the majority of the project. The surface asphalt course and final restoration have yet to be completed. The city has prepared a final punch list.

Projects in Design Phase

1208 Audubon Road Storm Sewer Project

Meetings have occurred on site with property owners for review of the plans and discussion of easements. The affected trees have been marked for review with the owners. Once the easements are finalized, the project will be bid for construction to start.

North Arlington Road Improvement Project

Geotechnical work has been completed for the city for the design. SD1 has marked the location of the sanitary main for the project. The Northern Kentucky Water District has agreed to replace the water main with the project. Upon completion of the water main design the project will be bid for construction.

Jackson Road Improvement Project

Bayer Becker is completing the field surveying work for design. Bayer Becker is coordinating with Northern Kentucky Water District for the location of an existing water main.

Old State Road Sidewalk

Bayer Becker is coordinating design with utility companies. The project is proposed to be bid in May.

Private Projects in the City

Audubon Forest Project

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 that burning would begin on 3/27/17

Grading will be planned next. Mr. Bayer stated the plans changed from a wet basin to a dry basin. They are working with SD1 for approval. A geo-tech will need to sign off for the city.

Mr. Bayer stated he is still working on the future cost estimate requested by the Mayor for the finance committee.

Ms. Zembrodt asked if Mr. Bayer could get an estimate on sidewalks for St. Joseph Lane. Mr. Bayer stated he would.

Mr. Bayer stated work will begin on lower Jackson Road to widen the street; struggling with upper Jackson as the homes are tight and the street is narrow. A resident of Jackson was not fond of any changes to upper Jackson. Ms. Zembrodt reminded him that another public meeting will occur before changes, if any, are decided on. Mr. Oberjohn added that upper Jackson is so narrow that there shouldn't be parking at all. He went on to say, it is rare for a firetruck to go on upper Jackson but the garbage trucks need to pass through there each week; this is difficult when cars are parked on the street. Mr. Oberjohn reminded everyone that the committee is working to find a solution that will make all the residents happy. He stated there are other issues on upper Jackson such as water drainage and runoff onto lower Jackson. He understands Jackson is a special street and wants to minimize any disturbance.

Mr. Oberjohn would like to talk with residents of St. Joseph Lane regarding sidewalks; he wants to study carefully.

Mr. Oberjohn addressed Mr. Bayer about the Aberdeen project. Mr. Oberjohn lives on this street and understood the project was to be finished in November. He is frustrated that it is still unfinished. Mr. Bayer stated he will look into getting the project wrapped up. He added the asphalt plant is closed in the winter and Aberdeen wasn't first on the contractor's list in the spring. Mr. Bayer is confident the finished job will be good. Mr. Oberjohn emphasized that the crew members on the project were all good. He stated the North Arlington will also be disruptive and hopes there will be no delays with it.

Ms. Zembrodt inquired about trees on Altavia. Mr. Claypole stated he has been in contact with the Tree Board and hopes to wrap things up.

Ms. Spoor was concerned about the flooding of Park Drive during last weeks' heavy rains. She wants to make sure we are working with Covington to alleviate the problem with the water and the mud from the clubhouse construction site. Mr. Oberjohn stated the Mayor has contacted Covington officials but is not sure of the outcome.

Mr. Elkins stated his street, North Arlington, also had water issues during the rain and understands the upcoming North Arlington project should help alleviate. Ms. Spoor would like to meet with Covington to prevent this in the future. Mr. VonHandorf stated Covington was going to mill and overlay from the bend up to the stop sign as you enter Park Hills.

Ms. Zembrodt would like the financials to reflect notes/notations suggested by the finance committee beginning next fiscal year.

Motion to approve financial reports was made by Ms. Spoor; second by Ms. Zembrodt.

Roll call: all ayes

Motion to pay the Road Fund invoices in the amount of \$26,428.50, the Municipal Road fund invoice in the amount of \$905.44 was made by Ms. Zembrodt; second by Ms.

Spoor. Roll call: all ayes

V. Delegation Discussions

A. Mr. Lange stated he does not have a report but wanted to relay that he just found out the TBNK won 4 Blue Chip awards. He will gather more information at Wednesday's meeting and report back to Council.

B. Mr. Gray was not present at the meeting to give a CEB report.

VI. Committee Reports

A. Communications Committee

Mr. Oberjohn stated the committee is hoping to release the new website to the public in 2 weeks. They are also aiming for a summer newsletter.

Ms. Spoor stated the Historic Preservation Committee will meet tomorrow at 7:00 p.m. and all are welcome. She asked again that residents bring any old photos they have of Park Hills to the city clerk for scanning. They are needed to complete an Arcadia book.

VII. Old Business

A. Ms. Spoor asked Attorney McMurtry if there was anything new regarding the status of the 'round house' on Amsterdam Road. Mr. McMurtry said motions were filed by the counsel doing the foreclosure. Kyle Winslow is working on this issue. Mr. McMurtry reminded Council the city is able to go in and do cleanup.

Mr. VonHandorf stated two other properties in the city need attention. The property at 1010 Amsterdam is going for auction and the house at 1331 Amsterdam is not responding to PDS's letters.

Chief Stanley told Ms. Spoor he would once again contact the residents of the Montague property where the tree has fallen over onto the driveway. The Chief added that the Gateway property is very overgrown. Mr. VonHandorf stated he spoke with PDS and the state will take care of it when they can.

Ms. Zembrodt asked the department heads to make sure they keep an inventory of items at the request of the insurance company she met with. She added the bank would like to see Chief Stanley and the Mayor sign more checks as opposed to the Mayor and clerk.

VIII. New Business

A. The Master Sign Plan Text Amendment for CCH and NDA will be discussed when the Mayor is present.

B. Mr. Oberjohn would like to see more reports added to the OpenGov portal. He said cities like Edgewood, Independence and Ft. Wright include police and fire runs as


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well as traffic studies and other information. He stated the committee would help, if necessary, to upload reports. He also suggested putting the monthly reports Council receives on a projection screen for the members of the audience/residents to view.

C. Ms. Spoor wanted to let everyone know the only action taken at the last Financial Oversight meeting was the committee agreed to allocate \$100,000 from various reserve funds to put towards the new radio system. The funds may not be needed until the 2018-2019 fiscal year but they would like to begin preparing this upcoming year.

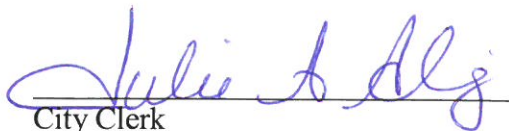
8:25 Motion to enter into closed meeting pursuant to KRS 61.810(1)(b) and/or (f) to discuss pending or threatened litigation and/or to discuss the appointment, discipline or dismissal on an individual employee was made by Ms. Spoor; second by Ms. Zembrodt.
Roll call: all ayes

9:10 Motion to adjourn from Business Meeting



Mayor, Matt Mattone

ATTEST:



City Clerk