

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 13, 2017 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY, WITH MAYOR MATT MATTONE PRESIDING. COUNCILMEMBERS PRESENT: PAMELA SPOOR, KATHY ZEMBRODT, KARL OBERJOHN, GREG CLAYPOLE AND JASON RESER
ABSENT: STEVE ELKINS
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Ms. Zembrodt began the meeting with prayer.

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the January 9, 23 and 26, 2017 meeting minutes was made by Mr. Oberjohn; second by Mr. Claypole. Roll call: all ayes

I. Petitioners

A. Ms. Margie Witt was present at the meeting to discuss the upcoming 'Clean up Ft. Wright Day'. She is looking for participation from other adjoining cities this year, including Park Hills. Ft. Wright started the clean up two years ago. In early April, the city schedules four hours on a Saturday to clean the major roads in the city; especially Dixie Highway and other main roads. Bags, gloves and other materials needed are provided. Everyone wanting to participate will meet on April 8th at 8:00 a.m. Each city will decide their meeting location. At that time, routes will be established. This year, the goal is to include other cities and clean the entire Dixie Highway to I-75. If anyone is unable to participate, they are asked to take a little time to clean up around their yard or street; businesses are asked to clean their lots. Afterwards, lunch is provided and will take place at the Ft. Wright Civic Club from noon until 1 p.m. There is a retired police officer who takes pictures during the event.

Ms. Spoor was concerned about safety. She asked the age limit and if bright colors are worn. Ms. Witt stated tee shirts can be ordered and worn and that the youngest are usually high school aged. Ft. Wright's city Council is involved with heading up the teams and routes. Ms. Spoor asked how needles/syringes were collected. Ms. Witt stated the teams are provided with walkie talkies to contact the Public Works, Police or Fire Departments so they can address. Last year, needle containers and instructions on use were provided. Asked about a rain date, Ms. Witt stated weather has cooperated so far but that if weather was really bad, a rain date could be determined. They like to schedule for early April before the honeysuckle comes in and blocks viewing. Ms. Witt left a 'to do' list for the city and also a list of some possible routes to consider.

B. Mr. Joe Nienaber was present at the meeting asking Council to allow his business to operate at 1450 Dixie Highway. He is the owner of Granite World which currently has two locations; Ft. Wright and Covington. He would like to use the building on Dixie for his one location. He has put the building under contract; contingent on Council's approval. He states when people look at his products, they like to be able to come in and actually see and touch the items rather than just look at them online. He

would like to focus most of his business on cabinetry and kitchen and bath designs. He stated in the past 4-5 years, his cabinetry business has grown 20-25%. He would like to focus more on managing projects. He is asking Council to consider a text amendment that would allow kitchen and bath under business retail with an accessory use of outdoor display and light industrial. He believes his business would generate income for the city and also get people to do business at the other Park Hills businesses. He stated he would make improvements to the building and make the outdoor display an attractive walkable area. He added that his equipment is cleaner and quieter than previously used. He assured Council he would keep noise to a minimum. His business operates during business hours on weekdays. Saturday is limited to sales only. Mr. Reser stated he would like more community involvement and that he would like to see more residential development on Dixie Highway. Mr. Nienaber stated he would like to work with the other business owners on the Dixie corridor to improve the entire area. Traffic/trucks to and from the business would be minimal and limited to mainly mornings and afternoons he added. Mayor Mattone asked that any public comment on the matter be held until the Caucus meeting on the 27th. Mr. McMurtry stated the best approach would be for someone to instruct the Mayor to work with PDS for a text amendment that will accommodate this use with an accessory light manufacturing with a limitation of design specifications. It will need to go through PDS for a hearing which would take at least a month. It would then come back to the city for two readings. Ms. Spoor asked to make a motion as posed by Mr. McMurtry with this clause deleted: Automobile and/or truck rental businesses will be exempt from complying with this provision. Mr. McMurtry restated: A motion directing the Mayor to work with PDS to amend the current HC zone found at Section 10.9 of the Zoning Ordinance for the City of Park Hills and that the amendment will permit the inclusion of businesses that operate as retail kitchen and bath stores with an accessory use of light manufacturing along with outdoor display and striking the last sentence of Section E8 which states automobiles and/or truck rental businesses will be exempt from complying with this provision and may permanently park their vehicles within a non-enclosed area on their property. Include: Such that the exterior plans proposed by Nienaber investments be followed as part of this development. Motion made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

C. Mr. John Chamberlin, VanGorder & Walker and Co., was present to go over the 2015-2016 financial audit of the city. He gave Mayor and Council handouts and went over some key points of the audit. Mr. Chamberlin stated the city was in good financial shape. The audit in its entirety can be viewed on the city's website at parkhillsky.net. Motion to accept the auditor's report was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes

III. Second Reading; Ordinance No. 1, 2017 making Aberdeen Road One-Way was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Reser; second by Ms. Zembrodt. Roll call: all ayes

IV. Second Reading; Ordinance No. 2, 2017 repealing the Vacant Property Registration Ordinance was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Reser; second by Ms. Spoor. Roll call: all ayes

V. Municipal Order No. 2, 2017 appointing Mr. Reser as Representative to the PDS and Mr. Oberjohn as alternate was read by Mr. McMurtry. Motion to accept Order was made by Mr. Oberjohn; second by Mr. Reser. Roll call: all ayes

VI. Municipal Order No. 3, 2017 appointing Tree Board members was read in summary by Attorney McMurtry. Motion to accept Order was made by Ms. Zembrodt; second by Mr. Reser. Roll call: all ayes

VII. Municipal Order No. 4, 2017 appointing Board of Adjustment members was read in summary by Attorney McMurtry. Motion to accept Order was made by Mr. Claypole; second by Ms. Spoor. Roll call: all ayes

VIII. Executive Order No. 1, 2017 appointing Chairs and members to the Council standing committees was read by Attorney McMurtry.

IX. Executive Order No. 2, 2017 adopting the city's Procurement Policy was read by attorney McMurtry

X. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley passed out his report. He also passed out a handout from Cincinnati Bell. The quote was \$99.99 per month for Fiopics HIS – 100Mb. The cost for 50Mb would be \$59.99 per month. Council suggested going with the lower amount and add if it is not sufficient.

B. Fire Department – Chief John Rigney

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

- There were 27 calls received during the month of January.
- Crews are continuing to check for wet hydrants in the colder temperatures.
- Met with PDS concerning new addition to NDA
- Attended Jackson Road street improvement meeting

Chief Rigney stated some work was done to the old Mack fire truck so that it would be ready for the Memorial Day parade.

C. Public Works – Daniel VonHandorf

Mr. VonHandorf thanked everyone for another month.

He reminded everyone the parade was coming up and help is always needed. He has been working on the park as we have seen little to no snow this year.

The brush pile at the VFW has been hauled off and the logs have been traded for mulch. Road projects will be getting underway. He wanted people to know if they see him in the dump trailer; this is his personal equipment, not the city's.

D. City Engineer – Jay Bayer

Projects in Construction Phase

Altavia Reconstruction Project

Fred A Nemann Company has primarily completed the project. The city will be preparing a final punch list for the project this month.

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.

Projects in Design Phase

1208 Audubon Road Storm Sewer Project

The proposed storm sewer system design has been sent to SD1 for review and comment. Upon approval by SD1, easements will be prepared and presented to the property owners for approval. Anticipated bid date for the project is spring of 2017.

North Arlington Road Improvement Project

Preliminary plans have been prepared for the project. An application has been submitted to SD1 for a 50/50 match for the storm water portion of the project. SD1 board will have it on their agenda on 2/21/17 for consideration. Mr. Bayer suggested scheduling an Infrastructure meeting soon.

Jackson Road Improvement Project

A preliminary street meeting was held with the residents on 2/3/2017. Due to the existing narrow condition of the street, this meeting was held prior to the design process starting. In general, the residents preferred to keep two-way traffic and have portions of the street with no parking if required. Bayer Becker will begin field surveying and analysis of existing storm infrastructure.

Park Hills Sign

The city has received approval of the KYTC encroachment permit and SD1 Easement encroachment. The permit was forwarded to the sign installer to begin work.

Old State Road Sidewalk

At the Park Hills Infrastructure Committee on 2/3/2017, a sidewalk was suggested to be constructed on south side of Old State Road from Terrace to North Arlington. The committee suggested that this project be bid in conjunction with the North Arlington project for economy of scale.

Private Projects in the City

Audubon Forest Project

Sanitation District No.1 approved the Land Disturbance Permit on 11/21/2016.

PDS has reviewed and approved the Improvement Plan Submittal on 12/23/2016.

Ms. Spoor inquired about the sidewalk going down Dixie toward the Views. Mayor Mattone stated he needs to reach out again to District 6. Mr. Bayer reminded everyone that the state is in charge of design, not the city, as this is federal money. Motion to have

Mr. Bayer work on a highway design not to exceed \$1,500 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes
Discussion regarding the installation of the digital sign took place.
Mayor Mattone would like to work with Mr. Bayer to try to secure road aid funds. The average amount from the available funds is around \$200,000.

E. Finance Department – January

Motion to approve financial reports (pending explanation of over budget payments to Bayer Becker) was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes
Motion to pay the Road Fund invoices in the amount of \$300,819.56, the Municipal Road fund invoice in the amount of \$400.00 and the Vehicle Fee Fund invoice in the amount of \$120.00 was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes
Motion to move \$80,000 out of the General Fund into the Reserve Fund and take \$60,000 out of the General Fund to pay down debt was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: Ms. Spoor; aye, Ms. Zembrodt; aye, Mr. Reser; nay, Mr. Claypole; aye, Mr. Oberjohn; nay Motion carried

XI. Delegation Discussions

A. Mr. Lange stated the election of officers was held at the January meeting. The franchise renewal regulations with Charter are ongoing and have a long way to go. The current agreement was extended. No results have been received from the focus group in December but hope to have something at Wednesday's meeting. The board is still waiting to hear the KY Supreme Court's decision regarding the telecommunications tax.

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

XII. Old Business

A. Ms. Spoor stated there have been inquiries by residents near CCH regarding the green landscaping screen that was to be put up when the tennis courts went in. Ms. Spoor met with representatives from the school along with Mr. Guidugli. They stated a retaining wall will go in mid-April and some trees will be planted. Ms. Spoor will report at the next meeting.

B. Ms. Spoor stated the Berling development property is divided into 2 zones; R1C and R1D. She would like to see it all changed to R1D which would allow the development to shift away from the neighbors on Audubon and Lawton. The price of the homes wouldn't change. This would allow for a larger green screen and preserve the wooded area. Mr. Berling has agreed to pay the costs associated with the change. Mr. Bayer reminded everyone that Mr. Berling is approved to start his project now if he wishes to do so. Ms. Spoor is asking the Mayor to pursue a map amendment to make the zone all R1D. Motion to authorize the Mayor to pursue a map amendment to change the zone from R1C to entirely R1D and have the cost borne by Mr. Berling and in no way affect the settlement agreement with Mr. Berling and knowing Mr. Berling can proceed as planned was made by Ms. Spoor; second by Mr. Claypole. Roll call: all ayes


XIII. New Business

Ms. Spoor has concern with a prevision in the zoning ordinance stating a project with a slope of 20% or greater must be reviewed by the city engineer. Ms. Spoor wants to make sure projects are done correctly but would like to consider transferring the cost of the engineer to the applicant. Mr. McMurtry stated it could be challenging for the city to say they are not going to pay and give Bayer Becker the task of collecting the fee themselves. This could create difficulty for Mr. Bayer. He suggested a flat fee for the applicant with the city covering the balance. More discussion will take place at the next Caucus meeting.

Mr. Reser would like to discuss his proposed Ordinance No. 4, 2017 regarding the hiring of a City Administrator at the upcoming Caucus meeting.

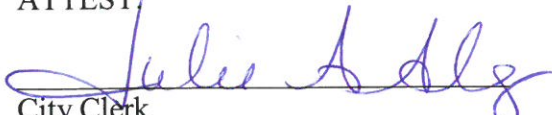
The next Mayor's Group Meeting is scheduled for Saturday, February 18th at 9:00 a.m. at the Independence Senior Center.

9:42 Meeting Adjourned



Mayor, Matt Mattone

ATTEST:



City Clerk