

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JULY 10, 2017 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTHEW MATTONE PRESIDING
COUNCILMEMBERS PRESENT: PAMELA SPOOR, JASON RESER, KARL OBERJOHN AND GREG CLAYPOLE (STEVE ELKINS ARRIVED AT 7:20)
ABSENT: KATHY ZEMBRODT
ALSO PRESENT: ASSISTANT CITY ATTORNEY, KYLE WINSLOW

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the June 12 and June 26, 2017 minutes, with amendment to June 12th minutes by Mr. Oberjohn, was made by Ms. Spoor; second by Mr. Claypole. Roll call: Ms. Spoor; aye, Mr. Reser; aye, Mr. Claypole; aye, Mr. Oberjohn; aye

I. Second Reading; Ordinance No. 12, 2017; text amendment to allow windscreens within the Institutional Zone was read in summary by Mr. Winslow. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Reser. Roll call: Ms. Spoor; aye, Mr. Reser; aye, Mr. Claypole; aye, Mr. Oberjohn; aye

II. Second Reading; Ordinance No. 11, 2017 setting the 2017 tax rates was read in summary by Mr. Winslow. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Claypole. Roll call: Ms. Spoor; aye, Mr. Reser; aye, Mr. Claypole; aye, Mr. Oberjohn; aye

III. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley's report read as follows:

- There were no major cases for June
- Investigation of a pedestrian struck traffic accident on Dixie Highway
- The Police Appreciation Festival was on June 24th with great weather and a very good turnout
- The new radar sign is posted outside the city building and is operational
- Officer Grigson returned to the Park Hills Police Department on July 3rd

Ms. Spoor asked the Chief about an email that was sent out by Lt. Webster regarding a burglary suspect. Chief Stanley replied it occurred on Rose Circle and the cameras were used to help identify a suspect.

B. Fire Department – Chief John Rigney

The fire department report was sent to Council earlier; the report included the following.

- There were 40 calls received during the month of June. The incidents are broken down by type on his Activity report.
- Fire Department members participated in the Police Appreciation Day festival
- Firefighters Mays and Guttridge attended over 60 hours of specialized training at the Annual Kentucky State Fire School

- Crews responded to several calls for fires in the city during the month of June, one of which resulted in \$150,000 damage

C. Public Works – Dan VonHandorf

Mr. VonHandorf was not present at the meeting as he was out of town at a training seminar. He relayed to Mayor and Council earlier that the subcontractor for the Berling project intends to demolish the house on Audubon this Thursday. He was not sure when the earth movement would begin.

The sidewalk connecting Park Hills to Devou Park was completed along with the mill & overlay of a portion of Park Drive. The mill & overlay was done to help divert water from Miller's Pond.

Mr. Claypole suggested getting letters to the nearby residents of the home that is set for demolition. Ms. Spoor agreed as the demolition could produce a lot of dust. She added; anything organic will be hauled off while everything else will be used for fill.

D. City Engineer – Jay Bayer

Mr. Bayer was not present at the meeting. Mr. Oberjohn read from his report.

Projects in Construction Phase:

Aberdeen Reconstruction Project

Paul Michel's and Sons has completed construction of the surface asphalt course. SD1 Punchlist items are being addressed to complete the project. Bayer Becker is working on the Storm Sewer As-Built Drawings.

Projects in Design Phase

1208 Audubon Road Storm Sewer Project

Duke Energy's subcontractor has cut down trees within their easement to protect their facilities. The easements have all been signed. The remaining trees and debris have been removed by the city. The project has been advertised for bid. Bids are to be opened on July 24th at 11:00 AM at the city building for consideration by council at a special meeting that evening.

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 for their approval. Upon completion of the gas main and water main design, the project will be bid for construction.

Jackson Road Improvement Project

Bayer Becker is working on the roadway and storm sewer design of Lower Jackson. Options for the storm sewer outfall line were reviewed with Park Hills infrastructure committee on 6/29/2017. Bayer Becker will work with Mayor Mattone to obtain required easements.

Old State Road Sidewalk

The low bidder, Len Riegler Blacktop Company was approved by council. A contract was signed by the mayor. The pre-construction meeting was held on 6/26/17. Riegler's preliminary schedule is to begin construction the week of 7/24/17 and anticipate being done by the week of 8/20/17, weather permitting.

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 the burning would begin on 3/27/17

Mayor Mattone stated Mr. Bayer requested a Special Meeting immediately prior to the next Caucus meeting to approve the bid for the Audubon Road Storm Sewer Improvement.

E. Finance Department – June (preliminary) not voted on
Motion to pay the Road Fund invoices in the amount of \$6,687.50; Vehicle Fee Fund invoices in the amount of \$4,425.00 and the Municipal Road fund invoices in the amount of \$815.00 was made by Mr. Oberjohn; second by Ms. Spoor. Roll call: Ms. Spoor; aye, Mr. Reser; aye, Mr. Claypole; aye, Mr. Oberjohn; aye

IV. Ms. Liz St. Onge approached the Mayor and Council as a petitioner requesting the city pay for mailing out the Civic Association membership drive letter. The letter was supposed to be included in the Park Hills Summer newsletter but was left out.

Motion to approve up to \$300 from the general fund for the mailing was made by Ms. Spoor; second by Mr. Reser. Roll call: Ms. Spoor; aye, Mr. Reser; aye, Mr. Claypole; aye, Mr. Elkins; aye, Mr. Oberjohn; aye

Ms. Spoor asked if the Historic Preservation Committee could also include the flyers regarding the museum lectures and the photo request.

Ms. St. Onge hopes to have the newsletter ready to print by weeks' end.

V. Delegation Discussions

A. Telecommunications Board of Northern KY – Richard Lange

Mr. Lange stated the Board had a very good, exciting last month. The Kentucky Supreme Court decided in favor of cities regarding the telecom tax which will now be collected directly from the cable companies.

The franchise renewal is up for the 16th time. Charter wants a simpler format while the TBNK would like it to be more inclusive. They hope to have it finished in the next week or so.

The Board is busy coordinating the tech system audit. The Board should be getting the assessment report next week.

Charter will begin encrypting their channels so customers will need mini boxes.

Public and government channels will move from their current channels to the 180-240 area; these must be able to be viewed on the basic tier channels.

The two new programs added by TBNK both won communication awards.

Ms. Spoor asked how the Kentucky Supreme Court's decision would help cities. Mr. Lange stated the TBNK would receive the most benefit but cities could see a small increase.

Ms. Spoor asked about the mini boxes. Mr. Lange replied he was not sure, as of yet, if there is a fee or how to obtain them.

Mr. Oberjohn asked about the tech support audit and if it would affect the equipment used by the city. Mr. Lange stated it was mostly to do with poles and infrastructure but he still doesn't understand a lot of it.

B. Code Enforcement Board – David Gray

Mr. Gray stated the Board has not met since the city's last meeting. He stated he spoke with the city attorney and will begin emailing them notes from the Board meetings.

Mr. Gray relayed that 1010 Amsterdam Road has been issued a third citation and 1028 Amsterdam has not appealed its citations so it is coming up for Final Order.

Mr. Winslow stated 1010 Amsterdam was sold to the bank so citations are being sent to them. He added; he heard from the bank's attorney regarding 1028 Amsterdam and he was told they would have someone look at maintaining the property.

The bank which owns 1331 Amsterdam Road was cited on Friday.

The owners of 1064 Emerson promised to clean up their property. They will be followed up on mid-August.

The attorney advised waiting until after the foreclosure of 1090 Emerson before citing.

The Mayor asked the city clerk to have Mr. Preston, PDS, inspect the old Park Hills school to make sure it is secure.

Mr. Reser asked the status of the storage facility using its lot for boat storage. Chief Stanley stated it is on private property so there is nothing his department can do.

VI. 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.

B. Communications Committee

Mr. Oberjohn stated the committee has been busy revamping the website and getting the summer newsletter out. He apologized for not including the Civic Association flyer. He thanked everyone involved for all their help.

C. Economic Development Committee

Mr. Reser stated he is working with the Parks, Beautification and Recreation Committee on the upcoming 'Plan Park Hills' forum scheduled for Wednesday, July 19th. The forum will be held at 7:00 p.m. at St. Joseph Heights. It will be an opportunity for residents to give their input/ideas regarding the lower Amsterdam Road area. Mr. Claypole suggested having TBNK present to film the meeting.

VII. Old Business

Discussed earlier in the meeting

VIII. New Business

A. Gateway property

Mayor Mattone has been in touch with Paul Zeltwanger regarding some of the Gateway property issues. The Mayor invited him to attend the upcoming 'Plan Park Hills' forum. Mr. Zeltwanger stated he, or someone else, would attend. He stated he would invite Mayor Mattone to their upcoming groundbreaking ceremony.

Ms. Spoor was concerned that some dirt piles at the property are in Park Hills' limits. Mr. Claypole suggested re-forming a Gateway Committee to keep up on the property's activities. Mayor Mattone stated he would call Mr. Zeltwanger in the morning to discuss the dirt piles.

B. The Mayor's Group meeting is scheduled for this Saturday, July 15th at 9:00 a.m. at the Ludlow Senior Center.

C. St. Joseph Lane Sidewalk

Mayor Mattone stated he asked Mr. Bayer to look at St. Joseph Lane to determine which side would be best for a sidewalk. The Mayor stated it is a heavily walked street and would like to see Council push to have a sidewalk installed.

Discussion continued on which side of the street to install the walk. Mr. Oberjohn stated the preliminary drawing showed the sidewalk on the west side but he would like to see a drawing with it on the other side also.

Chief Rigney reminded Mayor and Council that the Northern KY Water District has St. Joseph Lane slated for a water main replacement and would like to incorporate their work with city projects. Mayor Mattone stated he has a contact person he will coordinate with.

D. Sidewalk program

A copy of a letter from Attorney, Todd McMurtry, was given to Council prior to the meeting. The letter was dated July 8, 2014 stating city sidewalk repair/maintenance was the responsibility of the city, not the homeowner. Ms. Spoor believes it was always customary for the residents to maintain the sidewalks in front of their homes. Mr.

Winslow stated that he is not sure if an Ordinance making the homeowner responsible was in place at the time the letter was written, but there is one in place now.

Mayor Mattone stated that moving forward with the St. Joseph sidewalk would give the Infrastructure Committee time to inventory the other sidewalks throughout the city.

Mr. Oberjohn stated all cities handle sidewalks differently and suggested Council look at an article from the KLC regarding sidewalk repair and maintenance. He would like to inventory and map for sidewalk extensions and plan responsibility.

Mayor Mattone hopes to have more information for the Caucus meeting. He added, he would like the city to work with residents to help defray the cost and have most of the city's sidewalks repaired by the end of the year.

Discussion turned to the Gateway property.

Mayor Mattone believes a City Administrator would benefit the city in regards to the Gateway property development. Ms. Spoor disagreed stating with the PUD zone in place, along with the PDS, the city should be able to keep up with the project. She went on to

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say, most large developments are done in stages; it could be 3-5 years before development even begins in Park Hills.

Mayor Mattone believes the developer is willing to work with the city.

Discussion regarding the new development entrance took place. Ms. Spoor would like to double check the closing of Old State Road so that it cannot be used as an entrance and also look at Mt. Allen Road access.

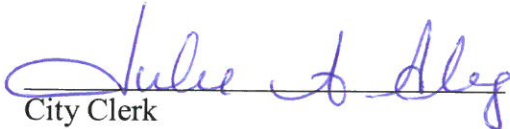
Mayor Mattone met with Covington's Mayor regarding the end of Audubon Road. They are looking at a couple options and will try to meet monthly to come up with a solution.

8:20 Motion to adjourn from Business Meeting made by Ms. Spoor



Mayor, Matt Mattone

ATTEST:



City Clerk