

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, MAY 22, 2017 AT 7:00 P.M. AT THE ST. JOSEPH HEIGHTS LOCATED AT 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTONE PRESIDING.  
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAM SPOOR, JASON RESER, GREG CLAYPOLE AND KARL OBERJOHN  
ABSENT: STEVE ELKINS  
ALSO PRESENT WAS CITY ATTORNEY TODD MCMURTRY

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners

A. Mr. David Sipple addressed Council about the speed hump on Audubon Road. He asked that after the repaving is complete, the speed hump be put back. Mr. Claypole replied the Infrastructure Committee would discuss it at their next meeting. Mr. Claypole asked about the possibility of having another speed bump, or two, added in addition to the one currently there. Mr. Reser mentioned the possibility of a raised intersection at Lawton and Audubon to decrease speed and decrease the number of people who run the stop sign. Mr. Jim Jenkins, of Audubon, addressed Council in reaction to Mr. Sipple and did not want the speed humps and that police enforcement of speed limits and stop signs is important. Chief Stanley stated two speed studies have been conducted and he doesn't see a big problem with speeding. Chief Stanley also mentioned purchasing a portable digital radar speed sign to help the situation. Another street meeting will be held before any work is done to Audubon.

B. Mr. David Baker, of Baker Business and Tax Solutions, was present at the meeting to introduce himself. Mr. Baker was recommended by the Financial Oversight Committee to review the upcoming budget and do a five year projection analysis to budget for future projects. Mr. Baker has worked with several local municipalities. Ms. Spoor asked about a cash flow analysis. Mr. Baker stated that will also be included using five years of historic data and use it to expand out 5-10 years and create a capital improvement fund. Mr. Baker stated the cash flow analysis will probably not be complete before the upcoming budget is passed. He stated the city's accounting practices look good and that he has also worked closely with the city's auditor over the years. Ms. Spoor inquired about his fee. He replied he will give the city a proposal for a fixed cost. Mr. Baker will meet with the Financial Oversight Committee at their next meeting.

C. Ms. LuAnn Holmes asked where in the process was Council on developing a comprehensive plan. The Mayor replied the plan will involve working with the PDS to determine zoning, uses and future projects. This has not been budgeted for yet and needs to be addressed. The county updates its comprehensive plan every 5 years but he isn't sure what input the cities have in the plan. Mr. Oberjohn stated he would like to see the plan broken up into smaller pieces within the city's different committees.

Ms. Holmes then asked about police service to other cities and is the money from the contract used to cover some of the city's costs. Ms. Holmes asked if she had understood correctly from the May Council meeting that the contract renewal was being approved as the exact contract that stands and, if so, did the existing contract include a cost escalation clause? She continued that after hearing the budget concerns for the police force, no raises for some, etc., why would the city offer an additional 5 years contract that doesn't address the cost increase being incurred by the city. Ms. Zembrodt replied they are still working on the budget but that the revenue from the contract is used to help fund the different departments. If the city were to lose the contract, layoffs could result she added. Ms. Elisha Chamberlain, Park Hills resident, stated the PDS will work with cities on their plans at no cost.

Discussion turned to the cancelation of the last Caucus meeting. Mayor Mattone stated Caucus meetings will be held every 4<sup>th</sup> Monday of the month regardless of agenda.

## II. Discussions

### A. New city website

Mayor Mattone began by saying the new website was done entirely by resident volunteers and the communications committee members.

Mr. Bob Amott stated the new website went live this morning. He stated it was a work in progress but that the enhancements made would have been unaffordable without the work of volunteers.

Mr. Marty Boyer stated the site is in a transition phase. He explained contact management and made ReachAlert accessible on the site. The site also works with mobile devices. The committee is working on branding the city and asked residents to go to the site and give their input and suggestions.

Ms. Sarah Froelich went over features of the website on the large screen. A business and school directory has been added as well as a link for the latest news and calendar of upcoming events. There are resources available for residents and also a place for resident participation through contact information.

Mr. Boyer asked residents to please send historic photos to share on the site.

Mr. Oberjohn stated the committee transferred the old website contents to the new one and if there is something you can't find, please let them know. News can be sent directly to the city's Facebook page through the website. Ms. Spoor asked if Council meetings could be streamed live. Mr. Boyer replied more sophisticated equipment may be necessary.

Mr. Claypole thanked everyone on the committee for their hard work; he went on to thank the SND for use of their facility for our meetings.

### B. Gateway property

The Mayor stated the city is still waiting on an official announcement from the state on who purchased the Gateway property.

#### C. Devou Park Clubhouse

Mayor Mattone stated the clubhouse is near completion. Some residents of Audubon have concerns and questions regarding the new sidewalk and fence; also the turning around of school buses and garbage trucks. The Mayor stated he does not have all the information yet. Ms. Spoor stated she was told the first event at the clubhouse is scheduled for July 6<sup>th</sup> with the grand opening to be held in August.

Ms. Spoor is worried about the erosion problem during heavy rains. Mayor Mattone stated Covington advised him they would reach out to SD1. Ms. Spoor would also like Park Hills to meet with the appropriate officials to resolve this problem. Mayor Mattone asked if Park Hills could enter a memorandum with Covington to make improvements at the end of Audubon Road. Attorney McMurtry stated the city could work with Covington; however, he would need to observe it first.

Ms. Zembrodt asked if a sign could be put up directing the construction traffic from going out the wrong way onto Audubon Road. Mayor Mattone asked that Chief Stanley and Mr. VonHandorf work together to find the best spot for the sign.

#### D. Road Improvement schedule

Mr. Bayer was not present at the meeting to give this information.

Mr. VonHandorf stated three bids were submitted for the upcoming Old State Sidewalk Project: \$72,000, \$92,000 and \$98,000

#### E. Berling/Audubon Forest update

Ms. Zembrodt stated Mr. Berling told her the project was delayed due to the rain and the fact that Duke was late in cutting off the power to the home set for demolition.

Discussion took place regarding Ms. Ochs email to Mayor and Council with her concerns about the project. She asked who is responsible for holding Mr. Berling to his agreement.

Ms. Spoor stated the city needs to press Mr. Berling on these issues and that the city does not have a development settlement with Mr. Berling establishing timelines for the project.

Ms. Spoor was led to believe his contract necessitated that the clearing and grating be completed by June. She would like to discuss this with Mr. Bayer.

Discussion turned to safety issues with the boarded up house. Mayor Mattone stated he would contact Mr. Preston, PDS, regarding this issue. The culvert and drainage issues were also discussed. Some residents feel the culvert may be unsafe for children.

Mayor Mattone stated he will schedule a meeting with Mr. Berling and the delegation to be held as soon as possible.

#### F. Audubon head-wall – SD1 50/50 match

Mr. Bayer told the Mayor that the cost would be around \$100,000 to \$125,000 which includes the title, deed and engineering costs to be paid by either Mr. Berling or the city.

Ms. Spoor stated she would find it hard to believe Mr. Berling wouldn't pay if SD1 is willing to make the 50/50 match.

G. Vicious dogs

Chief Stanley stated Park Hills' vicious animal Ordinance is very lax compared to other surrounding cities in regard to fees and, in some cases, jail time. Park Hills has very low penalties; jail time or misdemeanor crime is not mentioned in the Ordinance either.

Attorney McMurtry stated he would draft an Ordinance with revised penalties and misdemeanors for Council's review.

Chief Stanley relayed to Council he received the information from the Newport P.D. outlining their 12 hour shifts. He will review it and report back.

Mr. Reser asked if other animals could be addressed in the Ordinance; such as chickens, hens, etc. Attorney McMurtry stated he would look into it.

Discussion turned to bee keeping and the best way to avoid them or have them removed and relocated.

H. Budget update

Nothing to report

I. Old State sidewalk bids

Discussed prior

J. Our Lady of Lourdes Grotto update

Mayor Mattone reminded everyone that nothing has been submitted to the PDS yet. There has been some activity at the site including the removal of some dead Ash Trees and a geo-tech conducting tests on the hillside to see if it could support a Grotto. Mayor Mattone asked Fr. Shannon if he would like to meet to address some of the residents' concerns. The Mayor stated that Father replied they had nothing to discuss at this time. Mayor Mattone stated that the PDS would be the agency to oversee the project and make sure it adheres to all zoning regulations. Mr. Reser stated we should ask the church if they would be able to have an open house to discuss their future plans and open the communications to manage expectations and put residents at ease.

Attorney McMurtry stated that a Grotto in that zone is currently not a permitted use. He added; the city Council would have to vote to make a text and/or map amendment to allow. Ms. Spoor stated she has recused herself from any vote regarding the Grotto. Mayor Mattone stated he would reach out to the Church for a meeting to discuss their plans further.

K. Dead trees

Mayor Mattone asked that anyone who observes a dead or threatening tree call the city building or PDS to report.

L. Dixie Sidewalk update

Mayor Mattone stated the Department of Transportation told him the sidewalk is in the planning phase and may take up to six months for more information. He was told the city would be invited to take part in the planning.

#### M. Coyotes

Mayor Mattone spoke with Animal Control and the Division of Wildlife. They stated there is really nothing they can do to control coyotes in the city. If an animal looks sick or acts in a threatening manner, they are able to come and investigate. There are some vendors who may be able to trap and relocate coyotes and other wildlife.

Chief Stanley stated several years ago, he mentioned buying rifles to help curb the coyote population which, he says, was met with great opposition. He asked if anyone has an issue with a coyote call 911 so the police can come and investigate.

#### N. Protocol for addressing Council

Mayor Mattone would like to encourage those in attendance who wish to address Council approach the podium and sign in. He would like this more strictly enforced during the Business meetings which are more formal than the Caucus.

#### O. Master Sign Plan for Institutional Zone

Mayor Mattone stated the PDS are going to relook at the Institutional Zone to address long term needs regarding zoning issues.

#### P. PDS Contract

A handout was given to Council members prior to the meeting with new fees and services offered by the PDS. The Mayor asked Council to look it over and select their desired level of service, including the Code Enforcement options, before the budget is finalized.

### III. Committee discussions

#### A. Historic Preservation Committee

Ms. Spoor told everyone that t-shirts would be available for purchase at the parade with the words 'Preserve Historic Park Hills' printed on them. She invited everyone to join and march in the parade with their shirt. She also reminded residents that Park Hills photos are needed in order to complete the historical book.

It was also mentioned that the Park Hills Civic Association has raised, so far, \$1,200 in donations for the parade. Donations can be dropped off at the city building.

9:38 Motion to enter into executive session to discuss pending litigation was made by Ms. Spoor; second by Mr. Reser. Roll call: all ayes

9:55 Motion to adjourn from executive session

9:55 Motion to adjourn Business meeting

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Mayor, Matt Mattone

ATTEST:



City Clerk