

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, AUGUST 28, 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, STEVE ELKINS AND KARL OBERJOHN ALSO PRESENT WAS CITY ATTORNEY TODD MCMURTRY

Call to Order

Pledge of Allegiance

Roll Call

I. Petitioners – None

II. Welcoming and Inclusive Statement discussion

Mr. Reser sent out a draft for a Welcoming and Inclusive Municipal Order for Council to review. The Order reads, in part; 'To declare the City of Park Hills as a welcoming and inclusive city for all persons, regardless of race, color, national origin, immigration or refugee status, religion, sex, gender identity (including gender expression), sexual orientation, mental, emotional, and physical ability, age, or economic status'.

Mr. Reser, along with some residents, put together the Order to show Park Hills as welcoming and inclusive to everyone.

Mr. McMurtry stated an Ordinance is a city law. A Municipal Order doesn't mandate or require anything but is more an expression of Council. Mr. McMurtry read the Order for those in attendance but no action was taken. He went on to say, discrimination against race, religion, national or ethnic origin are protected by law. The others are not protected by law so he suggested they may want to be separated in the Order and passed as a city policy.

Mr. Oberjohn believes the public should be involved in creating the Order and be agreed upon by the city.

Mr. Don Smith, a retired minister and member of the Human Rights Committee in Covington, approached Council. He stated Covington adopted a Fairness Ordinance and believes this Order is a good start for Park Hills. He invited Mayor and Council to attend one of his committee meetings at the Covington city building.

Mr. Reser encouraged suggestions for the Order and would like to have it ready to vote on at the next meeting.

III. Committee Reports

A. Financial Oversight Committee

Mr. Reser presented the committee report. His report included the following:

The committee met with Mr. David Baker who does accounting work for other local cities. He created a cash flow analysis for the city. Mr. Baker believes the road tax will sustain future road projects but sees the general fund drying up by 2021. This was his analysis with a projected 2% in revenue growth and a 4% growth in expenditures.

Revenues will have to be raised and expenses lowered. Mr. Baker believes the city is

missing the boat by not having an administrator who would pay for themselves by looking at expenses and the best practices to lower costs. An administrator would be able to look at state and federal grants to help offset the cost of both operations and capital expense projects. Mr. Reser stated when he pressed Mr. Baker about hiring some type of administrator, he said he didn't think the city was quite ready and still needs to sort out its financials before making that step. Mr. Baker's recommendations include making a 5-10 year capital improvement plan, look at why the trash collection fees are more than what the city is receiving and decrease the number of restricted accounts. He would like to see the city use government accounting standards and budget on a monthly basis rather than on an annual basis. Mr. Baker stated he is able to implement these things.

Mr. Reser stated the Financial Oversight Committee decided they would like Mr. Baker to go ahead and come back with a presentation of what it would cost and entail and when he could do it. It was a unanimous decision of the committee.

Ms. Spoor stated she thought Mr. Baker was being very conservative in his report with a 4% expense and only a 2% growth. She does not believe this is the reality and is more optimistic. She added; with respect to the City Administrator, she wanted to say Mr. Reser did ask Mr. Baker, if he is advocating this, why aren't we doing it. Mr. Baker basically said we can't afford it; at this point anyway.

#### B. Historic Preservation

Ms. Spoor reminded everyone about the historic lecture at the Behringer Crawford Museum on September 7<sup>th</sup> at 7:00 p.m. Mr. Paul Tenkotte will be giving the free lecture. Ms. Spoor added that the goal of the committee is to preserve the aesthetics and history of Park Hills. The committee would like to seek a 2-tier encroachment process. This would prevent someone from taking a single driveway and turning it into a development; such as Mr. Berling did.

#### C. Communications Committee

Mr. Oberjohn stated the committee is working on a fall newsletter they hope to have out by mid-September. He asked the committees and city departments to share any articles they may have.

#### D. Infrastructure Committee

Mr. Oberjohn informed everyone that the Old State sidewalk project has begun. The storm water/drainage project on Audubon is set to begin the Tuesday after Labor Day.

Mr. Claypole added the sidewalk from Dixie Highway to Arlington will probably be done next year.

### IV. Old Business

#### A. Berling Update

Ms. Zembrodt reported that Mr. Berling is working with SD1 to get a detention pond. The changes will be submitted to Mr. Bayer and the Mayor. Council can then approve any changes and have SD1 take over the pond so the city won't have to care for it. Ms. Spoor would like to see the area staked off where the pond is to be.

#### B. Gateway Update

Mayor Mattone stated he spoke with Mr. Paul Zeltwanger, with Joshua One, and Mayor Meyer of Covington. Mr. Zeltwanger told the Mayor he would like to finish his building at the Views first. No plans have been submitted for the Gateway property. Ms. Spoor stated the condition of the property is very bad. Mayor Mattone stated the property has just been cleared of the overgrowth and brush.

#### C. Parking Permits

Ms. Zembrodt stated some residents see 'Parking Permit' on the decal and don't buy one because they park in their driveway or garage. The decal is actually for street usage, not parking. Ms. Zembrodt would like to see that changed on the decal in the future. Mayor Mattone suggested a possible \$30 assessment on residents' tax bill to cover the fee instead of issuing the decals. Mr. Reser suggested more attractive decals with the city's brand on it. Mr. McMurtry also informed Council they could repeal the decals and replace it with a different type of tax.

Discussion turned to large trash items being sat out and not picked up. Residents should inform Rumpke ahead of time if they are going to have large items out. Mr. Oberjohn stated he will add some information/guidelines regarding trash pickup in the upcoming newsletter.

#### D. Sidewalk Study

Mayor Mattone reminded Council of the NKADD's offer to inventory/map and then assess all the city's sidewalks for \$4,000. Mr. Oberjohn stated they would discuss it at the upcoming Infrastructure meeting this Thursday.

Ms. Zembrodt suggesting getting competitive bids and also stated some college students in this particular field could help.

Discussion followed regarding sidewalk repair and who is responsible as well as regulation widths for sidewalks. Ms. Dean stated she would call the PDS for specific requirements regarding sidewalks.

Mr. VonHandorf approached Council regarding his leaf pick up services this fall. He would like to charge \$70 for multiple pickups and keep the single pickup at \$35. He would rather pick up every day instead of weekly. He stated it is more difficult to pick up leaves that have been sitting out longer and may be wet. Ms. Spoor would like to see this included in the upcoming newsletter once all the details are in place.

Discussion turned to the city's lot behind the VFW. Mr. Abel is unhappy with the condition of the lot and believes it looks like a dumping area. Ms. Spoor suggested

planting Evergreens around the perimeter of the lot. Mr. VonHandorf stated it is just a staging area for now and that much of the debris will be hauled off this Thursday. Mayor Mattone stated the city needs to look at the area on a long term basis especially with the water line running under Amsterdam.

Mr. Claypole stated he met with Mr. Flannery to discuss the tree replacement for the trees lost due to last years' Altavia Road project.

#### V. New Business

##### A. CCH football traffic/parking

Mayor Mattone stated there were traffic concerns from Covington Catholic's football game Friday night, especially on the side streets. The lane closures on the Brent Spence Bridge may have also caused some of the problems. Now that the bridge lanes are back open, it is hopeful this will alleviate some of the traffic issues.

##### B. Stop signs on Audubon Road

Chief Stanley would like to give a 30 day notice before installing the signs. Mayor Mattone suggested hand delivering a notice to Audubon residents notifying them of the upcoming stop signs. Mr. McMurtry stated an Ordinance must be passed approving the signs. An Ordinance will be prepared for the next Business Meeting.

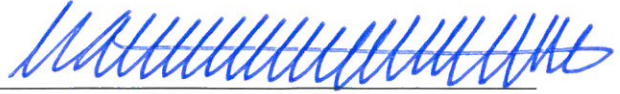
##### C. Audubon and Breckinridge road maintenance

Mayor Mattone stated he spoke with Covington's Mayor regarding the maintenance of Audubon and Breckinridge. Though the roads are technically in Covington, they are only used to access homes in Park Hills. The Mayor would like to come up with a Memorandum of Understanding with regards to the streets. Since the streets are used by Park Hills' residents, Park Hills would be responsible for their upkeep/maintenance. Ms. Spoor added that a simple maintenance agreement should suffice.

Mr. Jacob Griggs, Old State Road resident, brought up his concern with the development of a piece of property off Coram. Mr. Bovard bought the property and plans to build a house and install a driveway. Mr. Griggs is concerned about erosion and damage from large construction vehicles. Mr. Bovard explained the property has been for sale for 6 years and anyone could have purchased it. He went on to say, he plans to keep as many trees as possible to maintain the privacy of his neighbors. Mr. Bovard approached Council at the last meeting to obtain permission to use the paper street to install a driveway. He wants to work with the neighbors to make sure the project goes as smooth as possible. Mr. Griggs stated he did not know the property was for sale. Mr. Oberjohn added that he believes Mr. Bovard has the intent to be a good neighbor and did come to the last meeting to seek advice from the Mayor and Council. He would like to see everyone find a good solution.

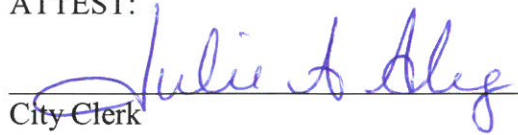
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8:59 Motion to adjourn from Caucus meeting was made by Ms. Spoor; second by Ms. Zembrodt

A handwritten signature in blue ink, consisting of a series of slanted, parallel strokes, positioned above a horizontal line.

Mayor, Matt Mattone

ATTEST:

A handwritten signature in blue ink, appearing to read "Julie A. Aleg", positioned above a horizontal line.

City Clerk