

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, APRIL 9, 2018 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTHEW MATTONE PRESIDING  
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAMELA SPOOR, JASON RESER, GREG CLAYPOLE AND KARL OBERJOHN  
ABSENT: STEVE ELKINS  
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

Call to Order

Mayor Mattone asked all to keep Krista Kaelin and her family in their thoughts during a moment of silence.

Pledge of Allegiance

Roll Call

Motion to approve the March 12 and March 26, 2018 minutes was made by Mr. Oberjohn; second by Ms. Zembrodt. Roll call: all ayes The PDS power point presentation will be added to the March 12<sup>th</sup> minutes as an addendum.

#### I. Petitioners

A. Ms. Karen Oberjohn was present at the meeting to give some information about the Civic Association Garden Tour in June. The tour will benefit the Civic Association. It will be held on Saturday, June 23<sup>rd</sup> and Sunday, June 24<sup>th</sup> from 11:00 – 5:00; rain or shine. The cost will be \$15 per person with children 12 and under free. Food and drinks will be available for purchase. Our Lady of Lourdes has offered parking for vendors. Covington Catholic High School will offer free parking where a trolley (loaned by the Sisters of Notre Dame) will pick up visitors. She thanked Mr. VonHandorf who has agreed to drive the truck towing the trolley. Extra garbage and recycling receptacles will be available as well as port-o-lets. She invited the help of the Council committees if they are interested. The Civic Associate is asking that the event information be shown on the digital sign and also added to the newsletter. A website is in development for people to get more information or to have their garden added to the tour.

II. Second Reading; Ordinance No. 3, 2018 setting committee meetings' locations, days and times was read in summary by Attorney McMurtry. Motion to adopt Ordinance was made by Mr. Claypole; second by Mr. Reser. Roll call: all ayes

#### III. Department Reports

A. Police Department – Chief Cody Stanley  
Chief Stanley passed out his report at the meeting. There are no major cases at this time. The March traffic surveys and stats have been posted to OpenGov.  
Chief Stanley attended the Intelligence Liaison Officer (ILO) training offered by the Kentucky Office of Homeland Security in Frankfort. He also attended the Federal Civil Rights Offenses training sponsored by the Department of Justice at NKU.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report included the following:

- A total of 33 calls for service were received during the month of March. The incidents are broken down by type on the activity report Council received.
- Crews completed extensive cleaning and reorganization of tool storage closet.
- All SCBA units received annual testing and maintenance
- Repairs by FD personnel to front hose reel and toilet.
- Joint training was conducted with Ft. Wright and Ludlow F.D.'s on Foam operations.
- Hydrant flushing schedule will be put on the city's website as well as the digital sign.

C. Public Works – Dan VonHandorf

Mr. VonHandorf thanked Mayor and Council for another month.

- The Kentucky Transportation Department is upgrading the handicapped ramps on Dixie Highway. Resurfacing of Dixie will start after this beginning with the northbound lanes and then the southbound lanes.
- North Arlington is about half way through the gas main work.
- Michels is working throughout the city on crack sealing. Mr. VonHandorf asked that residents not park on the street during the work.
- Duke subcontractors are scheduled to resume their work at the end of April beginning at Sleepy Hollow.
- Volunteers and donations are needed for the upcoming Memorial Day Parade.
- Park Hills' cleanup day is scheduled for April 21<sup>st</sup>.

Mr. Oberjohn asked if some of the street signs were being repaired. Mr. VonHandorf replied he dropped them off this morning to be fixed.

Ms. Spoor asked the status of the bids for the park and green space maintenance. Mr. VonHandorf replied he has received two and has another coming in.

D. City Engineer – Jay Bayer

**Projects in Construction Phase**

**1208 Audubon Road Storm Sewer Project**

A formal punchlist walk has been completed. 5% retainage is being held until punchlist items are addressed and restoration is approved.

**Old State Road Sidewalk**

A formal punchlist has been issued to Len Riegler. 5% retainage is being held until punchlist items have been addressed and restoration has been approved.

**Projects in Design Phase**

**North Arlington Road Improvement Project**

Duke Energy has started construction on the replacement of their gas main. Following a decision from SD1 in regards to revisions to the proposed storm sewer, Bayer Becker will be able to issue the roadway plans for bid. The water district's project to replace their water main should go out for bid next week.

### **Jackson Road Improvement Project**

SD1 has approved the 50/50 match for storm sewer infrastructure. Bayer Becker has submitted easement documentation to the City Attorney and SD1. After the easements are signed by the affected residents and have been recorded, geotechnical exploration can begin.

### **Private Projects in the City**

#### **Gateway Development (aka Park Place)**

A meeting was held at the KCPC on April 5, 2018 to consider the project. The planning commission recommended approval of the proposed zoning and approval of 3 subdivision waivers. The zoning will require approval by the city.

Mayor Mattone would like it added to the record that the city is not responsible for the retaining walls.

Ms. Spoor asked if Mr. Bayer knew the cause of the pooling of water on Jackson Road. Mr. Bayer said he assumes it is ground water. Ms. Spoor stated the water company worked on a line that had a break in it and wonders if this may be the cause.

Discussion followed regarding access into and out of the new development and making sure it is accessible to emergency vehicles. The placement of the retaining walls was also discussed.

Ms. Spoor would like to meet with Mr. VonHandorf on Breckenridge to discuss where to put the walkway. She said Mr. Rowekamp is not pleased with the walkway being in front of his home.

Mr. Oberjohn asked if the bids for North Arlington would be available at the May Business Meeting. Mr. Bayer stated they should be but they are waiting on SD1 on storm sewer revisions. If bids come in before, Council could hold a special meeting to approve the bid.

Ms. Spoor asked if a sidewalk could be installed during the Jackson Road project that goes all the way around the curve. Mr. Oberjohn stated it could be looked into.

#### **E. Treasurer's Report – Julie Alig**

Motion to accept the March, 2018 financial reports was made by Ms. Spoor; second by Mr. Reser. Roll call: all ayes

Motion to pay the Road Fund invoices in the amount of 3,730.50, the Municipal Road Aid invoice in the amount of \$90.00 and the Vehicle Fee invoice of \$560.00 was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: all ayes

#### **IV. Delegation Discussions**

##### **1. Telecommunications Board of Northern KY – Richard Lange**

Mr. Lange did not have a report and the April meeting was canceled.

##### **2. Code Enforcement Board – David Gray**

Mr. Gray was not present at the meeting.

Mr. McMurtry stated the property at 1010 Amsterdam had liens on it and went through the Code Enforcement process. There was an agreement with the Joint Code Enforcement Board to settle on a price. After the Joint Code Enforcement Board and attorneys are

paid, the city will collect about \$9,600. Ms. Spoor wanted to thank Mr. Kyle Winslow for pursuing this.

Mr. McMurtry stated going forward, if there is a property that becomes a nuisance, the city can exert a lot of pressure on the owners to fix it. If it is abandoned the city can enforce the liens and foreclose.

### 3. Audubon Forest/Berling Development

Mayor Mattone stated he received a letter from the Heritage Council saying that the Section 106 process for mitigation for the loss of the house was approved. The package has been forwarded to the Army Corps of Engineers for their permitting process.

### 4. Gateway Development/Zeltwanger

Mr. Phil Ryan thanked all those who showed up to the KCPC meeting last Thursday night. There was a map amendment for the norther portion which got rezoned. There were two stage one development plans for the houses being built. Everything was favorable and was approved unanimously. Some residents asked that Old State Road remain closed. Mr. Ryan stated this is not a KCPC issue but a decision the city will make. There were three waivers approved. There was a disagreement on the waiver regarding spacing on Dixie Highway. Mr. Ryan feels having an entrance on Dixie promotes traffic flow. Some conditions were put on this. They discussed the right of way on Old State Road and the possible placement of a retaining wall.

Ms. Spoor asked if there would be a sidewalk coming up Patton Drive. Mr. Ryan replied there would be; it will start on the left side but there will be a cross over to the right side to continue on the sidewalk.

Discussion took place regarding a sidewalk on Dixie and curb cuts. Mayor Mattone added if there is an entrance to the project on Dixie, Mr. Zeltwanger would be responsible for the sidewalk from the Views up to the Stamm's garage. After that, it would be the city's responsibility to continue the sidewalk. The Mayor stated the city would need funding from the state to complete.

Mr. VonHandorf asked if a sidewalk could be put in to fill the gap between North Arlington and the old bakery. The Mayor believes this would have to be coordinated with the state. He will look into it.

Mr. Ryan stated there was also talk of land swaps during the meeting as the street is owned by Park Hills but the entrance is owned by Covington.

The cell tower removal is still in discussion.

The Mayor concluded the discussion by saying the PDS will issue a report and Council will have to vote to approve the Stage 1 development plan and accept the waivers. It will probably be a week or two before the report is available. A special meeting could be called prior to the Caucus for first read if the report is made available beforehand.

Mr. Oberjohn was surprised the tightness (hairpin curves) of the intersections wasn't discussed. Mr. Ryan stated this could be changed on the Stage 2 portion. If they keep it the way it is and it is not in the subdivision regulations, they would have to have a waiver for it.

After a traffic study was done by the developers, they found Patton Drive to be sufficient for the amount of cars that will be using it. Mr. Ryan feels having another way out would be good to keep traffic from backing up on Amsterdam. The Mayor would like Mr. Zeltwanger to give another presentation at the next Caucus Meeting.

## VII. Committee Reports

### A. Tree Board

No report

### B. Historic Preservation

Ms. Spoor stated there would be an article in the upcoming newsletter asking for old photos to include in the Park Hills book.

### C. Park and Recreation

Mr. Reser stated at the last meeting, the committee went over the weed control contract. They discussed all the green spaces in the city to make sure each one would be addressed by one contractor. They also included some mowing in the bid. The committee also talked about the possible creation of a Park Board that would include the Tree Board. This would ensure everyone works together and the budgets of both committees could be combined. Discussion followed regarding the installation of a sidewalk down Amsterdam to connect with the one that will be on Patton. The Mayor would like to discuss lower Amsterdam with Covington and Mr. Zeltwanger.

### D. Financial Oversight

The committee is still working on eliminating the current vehicle sticker fee and replacing it with another source of revenue. There will be a budget meeting held on Monday, April 16<sup>th</sup>.

### E. Infrastructure

Mr. Oberjohn stated much of the committee's time was used getting ready for the KCPC meeting that took place last Thursday to discuss the Park Pointe development. He thanked all the residents that took the time to attend. He would like to see Mr. Zeltwanger's plans for Old State Road.

Mr. Oberjohn stated he would like to have the sidewalk assessment presentation given at the May meeting. He is still waiting on information from Duke regarding LED lighting. Discussion again turned to the Park Pointe developments' entrance and exit points. Mayor Mattone reminded everyone that Council voted by Ordinance to close Old State Road and only a vote of Council can re-open it. Mr. Reser stated he has looked at different ways to see what the best routes for residents would be. The Mayor would rather the developer conduct the traffic study rather than the city.

Ms. Spoor asked if lights would be installed during the Jackson Road project. Mr. Oberjohn replied Duke was looking at this and that there would be at least three.

F. Communications

Mr. Oberjohn thanked everyone for the newsletter articles and would like to release it the first week of May.

Last Thursday, Mr. Oberjohn, along with Mr. Reser and Ms. Froelich, met with Ms. Alig and Chief Rigney to look at ways to tidy up the website and save storage place. Mayor Mattone was also in attendance. Mr. Oberjohn asked Ms. Alig if she could save documents in digital form so that they use less space and can be searchable. There is also a feature which can be added to the copier that will allow scans to be searchable for around \$13.00 per month.

VI. Old Business

Mayor Mattone stated he would like to look into initiating a Duke Franchise fee. He would like it discussed at the next finance meeting.

VII. New Business

A. The next Mayor's Group Meeting is scheduled for Saturday, April 21<sup>st</sup> at 9:00 a.m. at the City of Ft. Wright. This is the same morning as Park Hills Cleanup Day.

B. Ms. Zembrodt wished to propose a zoning amendment which would make it impossible to clear property without first obtaining all the permits required for the project. She believes had this been in place before the Berling development, it would have eliminated many of the problems there now. She added; Covington has such an amendment on slopes with a 20% or more grade. Mayor Mattone stated Mr. Alex Koenig, Zoning and Development Specialist for Covington, could probably help with this. Mr. McMurtry added that the PDS should also have something in house regarding this.

8:30 Motion to adjourn from Business Meeting was made by Ms. Spoor; second by Mr. Oberjohn

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Mayor, Matt Mattone

ATTEST:

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City Clerk

