

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 14, 2018 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY WITH MAYOR MATT MATTHEW MATTONE PRESIDING
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, JASON RESER, GREG CLAYPOLE, STEVE ELKINS AND KARL OBERJOHN
ABSENT: PAMELA SPOOR
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the April 9 and May 3, 2018 minutes was made by Ms. Zembrodt; second by Mr. Oberjohn with amendment. Roll call: Ms. Zembrodt; aye, Mr. Reser; aye, Mr. Claypole; aye, Mr. Elkins abstained from the vote since he was not present at the April 9th meeting, Mr. Oberjohn; aye. Motion carried.

I. Petitioners

A. Ms. Elizabeth Younger, Dinsmore & Shohl, was present at the meeting to explain Resolution No. 4, 2018. The Resolution would allow the city to share its bond rating with Covington Catholic High School (CCH). The Kentucky Bond Corporation is partnering with the Covington Diocese for the CCH improvements. They are asking to borrow about \$2 million. The city did the exact same thing for the school in 2016 through the Kentucky Bond Corporation. The city qualifies for \$10 million per year. The city would not be liable as CCH is only using the city's tax exempt bank qualification status.

II. Resolution No. 4, 2018 regarding the CCH bond was read in summary by Attorney McMurtry. Motion to accept Resolution was made by Ms. Zembrodt; second by Mr. Claypole. Roll call: all ayes

Mr. Buddy Wheatley was present at the meeting to announce he is running for State Representative of the 65th District. He said he is looking forward to meeting people and getting the interests of the Park Hills' residents.

III. Event Permit approval

A. Our Lady of Lourdes Procession – May 26, 2018

B. Park Hills Civic Association Garden Tour – June 23 & 24, 2018

Motion to approve the events was made by Mr. Elkins. Mr. Reser stated some events may be more complicated and would like to give the departments a heads up. He would like to improve the permit application and passed out a sample permit Covington uses. Second by Ms. Zembrodt. Roll call: all ayes

IV. Resolution No. 3, 2018 extending the Northern Kentucky Governmental Purchasing Agreement was read by Attorney McMurtry. Attorney McMurtry explained the current agreement expired and he received an email from the Kenton County Attorney asking the

city to extend their agreement. Motion to accept Resolution was made by Mr. Reser; second by Mr. Claypole. Roll call: all ayes
Ms. Zembrodt asked if the agreement gives the city an option for better pricing. Mr. McMurtry replied he believes it does. Mr. Oberjohn asked where he could obtain more information regarding the agreement. Mayor Mattone suggested he reach out to Kenton County Public Works Director, Nick Hendricks. Mr. McMurtry asked Mr. Oberjohn to also email him and he would supply him with more details.

V. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley stated there was no major activity in the month of April. Chief Stanley's typed report contained the following:

- Training

Officer Wilder and Officer Seibert attended Criminal Investigation for Patrol by DOCJT in Boone County.

- Major Cases

Lt. Webster investigated an assault 2nd degree on Hilltop Drive.

- Additional

The April traffic surveys have been posted to OpenGov.

The April 2018 stats have been downloaded onto OpenGov.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report included the following:

- A total of 28 calls for service were received during the month of April. The incidents are broken down by type on the activity report Council received.
- Crews conducted Public Education at Rainbow Child care on Sleepy Hollow Road
- All spring residential hydrant flushing completed.
- FD personnel installed a new permanent dryer vent in the bay area.
- FD members participated in specialized training in elevator emergencies and Aircraft crash fire rescue. Several members also attended the Fire Department Instructors Conference in Indianapolis
- Busy getting ready for the parade

C. Public Works – Dan VonHandorf

Mr. VonHandorf thanked Mayor and Council for another month.

- The stone pillar at Sleepy Hollow and Amsterdam has been repaired.
- A preconstruction meeting will be held tomorrow afternoon with Michels regarding the North Arlington Road project.
- Duke Energy subcontractors are moving along with pole replacement on Amsterdam.
- The KY Department of Transportation will be resurfacing Dixie Highway soon

- The banners on Dixie Highway will be switched out soon. Mr. VonHandorf suggested looking into purchasing some new spring and fall banners.
- Volunteers, donations and support are still needed for the upcoming Memorial Day Parade.
- Mr. VonHandorf is trying to locate the tents that were lent out.

Ms. Zembrodt asked if the gravel in front of the sign was going to be put down. Mr. VonHandorf stated it is on his list of things to do. He will have it done before the parade.

Mr. Reser asked if Mr. VonHandorf had a copy of the final weeding contract and asked if Council needs to improve. Mr. VonHandorf replied there are three different time frames for the work and that there is currently not enough in the budget to do the work before July 1st. He stated the contractor is able to start on July 1st. The Creative Image bid came in at \$9,800. Mayor Mattone stated a line will be added to next years' budget allowing up to \$10,000 for public green spaces.

Motion to accept Creative Image's bid of \$9,800 was made by Ms. Zembrodt; second by Mr. Reser. Roll call: all ayes

D. City Engineer – Jay Bayer

Mr. Bayer was not present at the meeting. Mr. Oberjohn gave the engineer's report. Mr. Bayer's report contained the following:

Projects in Construction Phase

1208 Audubon Road Storm Sewer Project

Eaton has started addressing punchlist items. 5% retainage is being held until punchlist items are addressed and restoration is approved.

Old State Road Sidewalk

Riegler has started addressing punchlist items. 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 is wrapping up construction on the replacement of their gas main. The roadway and water main portions of the projects have been bid. The roadway portion was awarded to Paul Michels & Sons. The water main portion was awarded to Smithcorp. It is anticipated that construction of the storm sewer will start mid/end of May.

Mr. Oberjohn added; the storm sewer work is expected to be complete by the end of June and the water main work to take place during July and August. The main street work will be done during August through November with the project to be completed by November 15th. Bi-weekly meetings will be scheduled with Michels to make sure the project stays on schedule.

Jackson Road Improvement Project

Bayer Becker has continued easement discussions with the City Attorney and the affected residents. After the easements are signed by the affected residents and have been recorded, geotechnical exploration can begin. Bayer Becker has reached out to the geotech for an updated proposal.

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.

Mr. Oberjohn would like to go over the sidewalk assessment at the next Caucus Meeting.

E. Treasurer's Report – Julie Alig

Ms. Alig relayed to Council the city will begin accepting credit card and e-check payments for taxes this year. The fees will be passed on to the payer as a convenience fee so there will be no charge to the city. A flat fee of \$1.50 will be charged for e-check payments. A one-time fee of \$50 will be charged to the city to set up the equipment needed for payments made in the office.

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

Motion to pay the Road Fund invoices in the amount of 14,333.75, the Municipal Road Aid invoice in the amount of \$450.00 and the Vehicle Fee invoices of \$3,520.00 was made by Mr. Oberjohn; second by Mr. Claypole. Roll call: all ayes

VI. Delegation Discussions

1. Telecommunications Board of Northern KY – Richard Lange

Mr. Lange was not present at the meeting.

2. Code Enforcement Board – David Gray

Mr. Gray was not present at the meeting.

3. Audubon Forest/Berling Development

Mayor Mattone stated he exchanged emails with Tony Berling. Due to all the rain, the grading will begin next week. The Mayor asked Mr. Berling to give the city a couple days' notice so that residents can move their cars.

4. Gateway Development/Zeltwanger

Mr. McMurtry stated him, Mr. Bayer, Mr. Winslow and the Mayor met to go over some of the Park Pointe development issues. A presentation of the Stage 1 development plan will take place at the next Caucus Meeting. He added; this is a complex development and a number of things came up. An industrial revenue bond will be looked at which would allow the developer to get lower financing. Discussion led to talk of providing a storm water detention and combined sewer at the base of Amsterdam Road by the VFW. Mr. McMurtry and the Mayor met today with representatives of SD1 and they see this as a significant opportunity to reduce pollutants that enter into the river. This also involves a strategy to close the north side of Amsterdam Road and put a two-way lane on the south side.

Mayor Mattone stated the city has 90 days from the time of passage to approve the Stage 1 plan; if no action is taken by the city, the project will be approved. The Dixie Highway entrance was not unanimous so the Mayor wants the city to have good reasons to approve or to state reservations.

Mr. McMurtry stated that SD1 is coming up on their new budget and the city could express their support so that the detention pond could be included in their budget.

Motion to express support by the City of Park Hills to vacate a portion of Amsterdam Road within Park Hills so that a storm water detention area can be created for the betterment of the whole community; provided that the developer and the city can enter into an agreement that allows this process to go forward. (This is not a commitment by the city) was made by Ms. Zembrodt; second by Mr. Reser.

Mr. Reser asked if the city would need a development agreement going forward. Mr. McMurtry stated they have looked into this and started a development agreement. He stated this is a complex transaction and depends upon different parties acting at a different time. A development agreement would bind everyone to that.

Roll call: all ayes

Mr. Paul Zeltwanger was present at the meeting. He thanked the city for thinking proactively and wants to hear what residents want. He believes this is a once in a lifetime opportunity for the city to improve its infrastructure and water system. He especially wants the area to look attractive. He would like an entrance off of Patton to have a park like feel to it. He wants to keep the two-way road on Amsterdam at a minimal cost to the city. He is asking everyone involved to appreciate their timeline and keep the project moving along.

Mr. Oberjohn asked if the developer was leaning to extend Old State Road to Dixie. Mr. Zeltwanger replied they are 50-50 on that. It can remain closed but the retaining wall will now be about 10 feet higher than originally thought. He believes an improved Patton Drive will improve the entire corridor.

VII. Committee Reports

A. Tree Board

Mr. Conway was not present at the meeting. Mayor Mattone stated the Tree Board is asking the city to amend the Tree Ordinance. The original Ordinance and the amended Ordinance were given to Council prior to the meeting to look over the changes. The Mayor thought it may be beneficial to also incorporate a landmark tree Ordinance into the amended tree Ordinance. Mr. Elkins questioned some of the content in regards to city money. Mayor Mattone believes the Ordinance needs more review before reading and would like someone from the Tree Board to give a monthly report at the meetings.

B. Kenton County Planning Commission

Mr. Ryan was not present at the meeting

C. Historic Preservation

Ms. Spoor was not present at the meeting. Ms. LuAnn Holmes gave the report. She began by saying Historic Preservation t-shirts are still available. The committee is working on getting the verbiage together for the two bronze plaques. They are also coordinating for the next historical lecture which will include oral history. Ms. Holmes stated the current day and/or time of the meetings are not convenient for some members. Mr. McMurtry stated the meeting time/location can easily be amended.

D. Infrastructure

Mr. Oberjohn stated much of the Infrastructure material was covered earlier in the meeting.

E. Communications

Mr. Oberjohn thanked the committee for all the work on the newsletters. This was the fourth newsletter to go out in the past 12 months. He said the committee is now down to four members; himself, Mr. Reser, Ms. Froelich and Mr. Amott.

He went on to thank everyone for their articles and Ms. Alig for printing and sorting the newsletters. The committee is looking to publish the next newsletter around Labor Day and would also promote all the winter events.

Mr. Oberjohn set up a sound system he purchased from E-bay to see how it worked out. If it decided we want to use it, the city could perhaps purchase a more reliable sound system.

Mr. Oberjohn would like to add a searchable PDF to the existing printer/copier in the clerk's office. This would allow scanned documents to become searchable.

Motion to expense the \$12.93 per month to add this option to our printer/copier license through Prosource out of the Administration budget was made by Mr. Oberjohn.

Ms. Zembrodt asked if it would benefit everyone or just the city clerk. Mr. Oberjohn replied it would make documents searchable for everyone. Second by Mr. Reser. Roll call: all ayes

VIII. Old Business

A. Budget Update

Mayor Mattone said he met with Mr. David Baker to set up the budget in a new format. He will meet with the department heads in the next couple of days and then meet with Council members. He would like to hold a Special Meeting to review the budget Ordinance. A meeting date will be decided on later.

B. Tree Ordinance

Covered earlier

IX. New Business

A. The next Mayor's Group Meeting is scheduled for Saturday, May 19th at 9:00 a.m. at the Ludlow Senior Center.

8:29 Motion to enter into executive session to discuss personnel and the sale of real estate was made by Mr. Zembrodt; second by Mr. Elkins. Roll call: all ayes

9:10 Motion to adjourn from Business Meeting

Mayor, Matt Mattone

ATTEST:

City Clerk

