

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 13, 2018 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY, WITH MAYOR MATTHEW MATTONE PRESIDING
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAM SPOOR, GREG CLAYPOLE, STEVE ELKINS AND KARL OBERJOHN
ABSENT: JASON RESER
ALSO PRESENT: CITY ATTORNEY, TODD MCMURTRY AND CITY ENGINEER, JAY BAYER

PUBLIC HEARING

A Public Hearing to obtain written or oral comments regarding the proposed use of the Municipal Road Aid Fund. There were no comments.

BUSINESS MEETING

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the July 9 and July 23 meeting minutes was made by Mr. Oberjohn; second by Ms. Spoor. Roll call: all ayes

I. Presenter

A. Mr. Paul Zeltwanger, Joshua One, was present at the meeting to give a presentation regarding the Park Pointe project. He reminded everyone that they closed on the property in May of 2015 and would like to move forward. He stated Civil Engineering is working to finalize the Stage 2 plan which is currently targeted for the later part of August. The access road off of Old State Road will remain closed to the public. A gate will be installed which will be allow access for emergency vehicles and snow removal. Mr. Zeltwanger received some preliminary landscape designs this afternoon which he included in his presentation for their Option number one. A Park Hills sign would sit where the VFW now stands with low maintenance landscaping behind it. The developers are working with SD1 to solve the storm sewer overflow issue. It is mandated by the EPA to solve the combined sewer overflow. A dry detention basin to catch runoff has been proposed. Mr. Zeltwanger stated they have been adamant with SD1; they want the area to look nice and natural. Option 1 also includes Amsterdam Road becoming a two-way street with an integrated path from Trolley Park to Montague Road. The street would be widened and paved with storm water management integrated into the natural road curves and roadside swale design. These improvements would be at no cost to the city. Mr. Zeltwanger added he would need city property, or an easement, for the entrance and the detention area. He would like to offer fair market value for the land.

Option 2 would be used if the parties cannot reach reasonable terms. The existing entrance to Park Hills will be used and the developers can work out the easement with the city. Some retaining walls may have to be put in and landscaping would be put in further up the street. Otherwise, Amsterdam Valley will remain as is. Ms. Spoor asked if the

detention basin would serve all of Park Hills or only the new development. Mr. Zeltwanger replied it would serve everyone and will capture over 10 million cubic gallons of storm water. SD1 would cover the cost for some of the work.

Mr. McMurtry asked if any utilities along Amsterdam would have to be moved. Mr. Zeltwanger said the NKWD is checking into that but SD1 feels they would not need new lines. Since Duke is doing utility work right now on Amsterdam, Mr. Zeltwanger asked them if they could hold off on the lower portion of Amsterdam so they could coordinate the project with them.

Mr. Oberjohn wonders if Covington would have a problem with no curbs or storm sewers on the street. Mr. Zeltwanger has not heard from them regarding this but believes it could alleviate some of Covington's water issues. Mr. Zeltwanger stated Covington has given them verbal approval. Mayor Mattone has not had any correspondence with SD1 and feels Park Hills should be part of these discussions.

Mayor Mattone does not want the project to cause any undue burden on the city. He would like to know the long term maintenance of the landscaping.

Mr. Claypole asked if the project includes street lights on Amsterdam. Mr. Zeltwanger stated Duke could possibly pay for them if needed.

Mr. Zeltwanger wants to work with residents and would like to preserve as many trees as possible. Discussion regarding the Park Pointe HOA took place.

(Mr. Zeltwanger's presentation is attached as an addendum to the minutes).

B. Ms. Liz St. Onge, Civic Association, was present at the meeting to ask the city if they could borrow tables and chairs for the upcoming picnic on Sunday, September 23rd. Ms. St. Onge continued to address Council about their financial needs. They would like any money from this years' membership drive be used for their 2019 events. That way, they will know exactly how much they will have to work with. She thanked Ms. Oberjohn for all her work toward raising money for the association. She asked if the city would be willing to help pay for a message center to be put in Trolley Park. It is a type of outdoor billboard. Ms. St. Onge said the city could use half and the Civic Association could use the other half. The cost is around \$300. Ms. Spoor commended all the volunteers for all the work they do as many cities have recreational departments; the City of Park Hills does not.

Ms. St. Onge added that storage is a problem. The two sheds behind the city building are filled to capacity and it is hard to find anything. Other items are stored at peoples' homes. Mayor Mattone asked Ms. St. Onge to come back to Council with some prices and shed dimensions.

Ms. St. Onge would like to install the message board in the lawn near the play area. Mr. Claypole doesn't want residents on the other side of Dixie Highway to feel left out. Ms. St. Onge agreed but stated there is no green space there to put it. Ms. Oberjohn suggested near the businesses. Other placement options were discussed but not decided on.

Ms. Spoor made a motion to allow the Civic Association to use the city's tables and chairs; second by Mr. Elkins. Ms. Spoor then motioned to approve the expense for the sign, not to exceed \$500, to be paid from the Vehicle Fee Fund; second by Mr. Elkins. All ayes

II. Motion to approve St. Agnes Boosters' permit for the 7th annual Smiles & Miles Race to honor Maria Schaffstein was made by Ms. Zembrodt; second by Mr. Claypole. All ayes

III. Emergency Reading; Ordinance No. 11, 2018 setting the 2018 tax rate was read by Attorney McMurtry. Motion to adopt Ordinance was made by Ms. Spoor; second by Ms. Zembrodt. Discussion: Ms. Spoor asked that since Mr. Reser is not present, she would like to have a second reading at a Special Meeting. The compensating rate came in at .205 which would bring in the same revenue as last year. The rate last year was .209 but since assessments went up, the compensating rate came in lower. Mr. Oberjohn believes it is an odd time to consider lowering the tax rate. The tax rate has remained the same for 10 years. He believes this is a good opportunity for the city to take advantage of raising the rate to cover some of the bigger expenses incurred this year such as pension and the increased EMS expense. Mr. Claypole added he wants Council to consider senior citizens and young parent whose resources are limited.

Motion to advertise for two consecutive weeks and hold a Public Hearing to consider a rate of .209 was made by Ms. Zembrodt; second by Ms. Spoor. Roll call: Ms. Spoor; aye, Ms. Zembrodt; aye, Mr. Claypole; aye, Mr. Elkins; aye, Mr. Oberjohn; nay. Motion carried

A Public Hearing will be held before this month's Caucus Meeting with second reading to take place at a Special Meeting the Tuesday following the Caucus.

IV. Resolution No. 7, 2018 authorizing the Mayor to sign an interlocal agreement for the Police Department to become members of the KCRS was read by Attorney McMurtry. Motion to accept Resolution was made by Mr. Claypole; second by Ms. Zembrodt. Roll call: all ayes

V. Department Reports

A. Police Department – Chief Cody Stanley

The Chief's written report contained the following:

Training:

We completed the first half of our department's required yearly handgun training.

Major cases:

The Park Hills Police along with surrounding agencies responded to a shooting on St. Joseph Lane. We were able to identify and arrest suspect, Hiram Hernandez. From the investigation, the Commonwealth Attorney has indicated that the suspect will be charged with attempted murder.

Lt. Webster also assisted the Covington Police in identifying a subject, David Watson, who stabbed an individual and was subsequently arrested.

Additional:

The July traffic surveys have been posted onto OpenGov.

Our July 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 40 calls for service were received during the month of July. The incidents are broken down by type on the activity report Council received.
 - Crews trained on new foam equipment added to Engine 603.
 - Department participated in the city of Ft. Mitchell's annual July 4th parade.
 - Crews responded to several calls in the 1100 block of Cleveland Ave. for power line issues.
 - Engine 603 will be out of service for at least 2 days in the upcoming weeks due to needed pump repair.

C. Public Works – Dan VonHandorf

Mr. VonHandorf thanked Mayor and Council for another month.

- Duke subcontractor, Bowlin, apologized for the small power outages that occurred while they were working on poles on Amsterdam.
- Many dead trees on Cleveland Ave. are affecting the power lines. He asked that residents please check their property for dead trees.
- The North Arlington project is scheduled to restart tomorrow. There will be some water disruption next week. Businesses will receive a five day notice and residents will receive a two day notice.
- Mr. VonHandorf recommends a curb and gutter deep fix on Audubon Road to control the water runoff.
- Attended a training seminar dealing with harassment and leadership skills.

Ms. Spoor asked Mr. VonHandorf to look over Cleveland Avenue. Some of the cracks were not filled in. Mr. VonHandorf replied they will be addressed now that a new budget has passed to fund it. He will contact the contractor. Ms. Spoor also stated she sent some pictures to Mr. Winslow of hazardous trees. Mr. McMurtry stated he would follow up with Mr. Winslow. Ms. Spoor stated there is a group of trees at the intersection of Emerson and Morgan that look as if they may fall. Mr. VonHandorf will address.

Mr. Oberjohn asked how much longer Bowlin would be working on the Amsterdam poles. Mr. VonHandorf replied it depends on the weather.

Mr. Elkins thanked Mr. VonHandorf and his part time helper for cleaning up debris left on North Arlington. He asked why the contractors did not clean up. Mr. VonHandorf replied they don't have the time and have other priorities. He assured Mr. Elkins he would keep it as clean as possible. Mayor Mattone suggested deducting Mr. VonHandorf's time from the contractors invoice for his time cleaning up the street. Mr. McMurtry said the city will need to give them written notice. He asked Mr. VonHandorf to contact him to discuss.

D. City Engineer – Jay Bayer

Mr. Bayer's written report contained the following:

Projects in construction phase:

1208 Audubon Road Storm Sewer Project

Final payments have been made to Eaton Asphalt. The city, in conjunction with Bayer Becker, has submitted for payment from SD1 on their 50/50 cost share.

Old Stated Road Sidewalk

Cracking was noted in the vicinity of 1202 Old State Road. Repair work falls under Riegler's labor and material warranty. A 5% retainage is being held until this is completed.

N. Arlington Road project

Paul Michel and Sons has completed construction of the storm sewer beginning at Dixie Highway and tying into the system proposed with the Aberdeen project. The water main work is scheduled to start in the coming weeks.

Projects in design phase:

Jackson Road Improvement Project

The city met with residents of lower Jackson on August 8th. A signed proposal has been returned to the geotech for geotechnical exploration. Easement discussions are ongoing with the affected residents. Geotechnical exploration should begin soon.

Private projects in the city:

Gateway Development (aka Park Pointe)

A pre-application meeting occurred on July 12th at the PDS to discuss the preliminary plat for the project.

Audubon Forest Project

The contractors are constructing the storm and sanitary sewers in conjunction with the site grading.

Discussion turned to lower Jackson Road. Several emails were sent to the city from Jackson Road residents regarding the sidewalk and trees. Ms. Spoor asked if the sidewalk could just be repaired instead of completely replaced in order to preserve some of the trees. Mr. Bayer replied that trees may be damaged anyway because of the road project itself. Ms. Spoor would like to see dead trees replaced in the green space by the sidewalk. Mr. Daugherty, Jackson Road, informed the Mayor and Council that residents of Jackson Road will be having a meeting on Wednesday to discuss the project. Mr. Oberjohn will check his schedule to see if he is able to attend.

E. Treasurer's Report – Julie Alig

Motion to approve the June and July financials was made by Ms. Spoor; second by Ms. Zembrodt.

Motion to pay the Road Fund invoice in the amount of \$180.00 and the Vehicle Fund invoices of \$5,510.00 was made by Ms. Spoor; second by Ms. Zembrodt. Roll call: all ayes

Mr. Oberjohn asked to have the opportunity to look over Michel's invoice of \$161,884.80 for the North Arlington project before authorizing payment.

Mr. McMurtry stated he would discuss Mr. VonHandorf's cleanup hours with him.

Mr. Elkins suggested reviewing the contract with Michels. A vote to pay the Michel's invoice will take place during the Special Meeting on Tuesday, August 28th.

VI. Delegation Discussions

1. Telecommunications Board of Northern KY – Richard Lange

Mr. Lange stated the board received the final draft of needs assessment and audit. They will be discussed at this Wednesday's board meeting. Mr. Jason Dudas, TBNK, has been busy covering summer events. Programming hours and usage is consistent with last years'.

2. Code Enforcement Board – David Gray

Mr. Gray stated there were two items related to Park Hills on the agenda at the last meeting. 1421 Amsterdam Road was given a citation which was paid. They were written up for a second time and the garbage issue was abated.

1331 Amsterdam Road has a front wall that is falling down. Mr. Himes, PDS, believes the bank will let the property go. Mr. Gray stated the city could fix the wall and lien the property. Mr. McMurtry would like to see the property owner cited a couple more times and then the city could put a lien on the property.

3. Audubon Forest/Berling Development

A letter from the city was sent to Mr. Berling regarding the Army Corps of Engineers' payment due to the city by September 30th for landscaping and signage.

Mr. VonHandorf stated the storm and sanitary lines are in at the Audubon Forest site.

VII. Committee Reports

A. Tree Board – Mike Conway

No one from the Tree Board was present to give a report.

Mayor Mattone let everyone know Ms. Sue Bennings has resigned from the Tree Board. Mr. Conway has mentioned the board would like to replace Ms. Bennings with an arborist. He also asked the Mayor the status of the Tree Board Ordinance and why it was tabled at a previous meeting. Ms. Spoor stated that Mr. Winslow wanted to look it over due to some inconsistencies between the Tree Ordinance and the city's Nuisance Ordinance. Mr. McMurtry stated he would follow up with Mr. Winslow.

Ms. Spoor thanked Ms. Bennings for her many years of service on the Tree Board and for her service on the Village Green Committee. She added; Sue and her husband, Greg, have maintained the area at the bottom of South Arlington and also kept the area in front of the businesses watered.

Mayor Mattone would like to send recognition to Ms. Bennings for all she has done for the city.

B. Kenton County Planning Commission – Phil Ryan

Mr. Ryan was not present at the meeting. Mr. Ryan asked the Mayor to remind everyone the Z21 meetings are scheduled for Tuesday, August 21st from 11:30 – 1:30 and on Thursday, August 23rd from 8:30 – 10:30 at the PDS. A new zoning Ordinance will be presented.

C. Infrastructure Committee – Karl Oberjohn

- Mr. Oberjohn has been putting together weekly construction updates. He would like the utility companies to give the city notice before doing work. Mr. Oberjohn will review the city's contact information.
- The sidewalk assessment is still being processed
- The pavement assessment will begin shortly

- Lower Jackson was touched on earlier in the meeting. Mr. Oberjohn stated there was a modest turnout at the public meeting last Wednesday. The main concerns were trees and sidewalks. The committee will look further into and also look at the tree study conducted by the NKU students.

VIII. Old Business

Mr. David Baker has completed the city's 10 year capital improvement plan. The Mayor asked that it be posted online.

Mr. Oberjohn asked why the fire truck life cycle was not addressed. Chief Rigney stated he had the same question. He provided Mr. Baker with a list of the department's assets but the fire truck replacement was not mentioned on the improvement plan. Chief Rigney informed Mr. Baker the fire truck will need to be replaced within ten years at a cost of around \$500,000. Mayor Mattone will have Mr. Baker update the report with an asterisk to address the fire truck. The Mayor stated the city may want to have a special tax assessment to cover the replacement of the truck. Ms. Spoor asked that the fire truck expenditure be resolved before the report is posted online.

IX. New Business

A. Chief Stanley asked the Mayor to grant Officer Jack Prater credit for prior years' service. Officer Prater worked full-time for Park Hills from April 1, 2012 through December 31, 2017. The credit towards seniority would only affect his vacation time and not towards shift and vacation picks. The Chief also asked if Officer Prater could recoup half of the sick time he had accumulated while with the city. The Mayor, nor Council, had any objections to the Chief's request.

B. Mayor's Group Meeting is scheduled for Saturday, August 18th at 9:00 a.m. at the City of Elsmere Senior Center

Ms. Spoor wanted to let everyone know the city will be participating in the Northern KY Heritage League Tour scheduled for September 30th. Five to six Park Hills homes will be included in the tour. The cost of \$35 includes the tour, cocktail hour beginning at 4:30 with dinner to follow at the Devou Park Clubhouse. Mr. Tenkotte will also give a lecture.

Mayor Mattone wanted to let everyone know how much he has enjoyed being the Mayor for the last four years. He believes during his tenure, the city has become more transparent and has included many volunteers on various city committees. He went on to say, the position has been very time consuming and with two children close to college and two other younger children at home, he cannot continue to give the Mayor's position his full attention. He will not be running for re-election but may consider a run for Council member. He thanked everyone for all their help and support and believes the city is doing well.

9:35 Motion to enter into executive session to discuss the future sale of real estate was made by Ms. Spoor; second by Mr. Elkins.

Business Meeting
August 13, 2018
Page 8

10:40 Motion to adjourn from Business Meeting

Mayor, Matt Mattone

ATTEST:

City Clerk