

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 10, 2018 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY, WITH MAYOR MATTHEW MATTONE PRESIDING
COUNCILMEMBERS PRESENT: KATHY ZEMBRODT, PAM SPOOR, JASON RESER, GREG CLAYPOLE, STEVE ELKINS AND KARL OBERJOHN
ALSO PRESENT: CITY ATTORNEY ALTERNATE, KYLE WINSLOW AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Newly elected Mayor and Council members were sworn in by Judge Dawn Gentry

Motion to approve the November 12, 2018 meeting minutes was made by Ms. Zembrodt; second by Mr. Oberjohn. Roll call: all ayes

I. Presenters – None

II. Municipal Order No. 3, 2018 re-appointing Richard Lange as the city's representative to TBNK, was read in summary by Mr. Winslow. Roll call: all ayes

III. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley reminded everyone that they were once again picking up packages from residents' porches during the holiday season. Packages are taken to the police station and a note is left for the resident. Officer Grigson took a theft report where the victim claimed that two packages were taken from her porch. It was discovered that the subject had a cell phone delivered to the residence. When he went to pick up the cell phone package, he also took the package that belonged to the resident. Charges were filed on the subject, and an accomplice, thanks to the security video system at the resident's house.

Ms. Spoor asked Chief Stanley about a report of a vicious dog on Mt. Allen Road. Chief Stanley went over the procedure on dealing with a report of a vicious animal.

Mr. Claypole thanked the police for unlocking his daughter's car after she locked the keys in it.

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 November. The incidents are broken down by type on the activity report Council received.
- Crews answered several calls for service during the November 15th ice storm. FD Emergency generator supplied power to the city building and public works for over 24 hours.
- Specifications and bid sent out for new SCBA equipment awarded from AFG grant.
- Crews out performing fall maintenance of all fire hydrants in the city.

- There was a minor fire on Mt. Allen due to some discarded rags on a porch that had a flammable liquid on them.

C. Public Works – Dan VonHandorf

Mr. VonHandorf thanked Mayor and Council for another month and that he is looking forward to working with the new Mayor and Council.

- Duke Energy subcontractors were pulled off the job again on Amsterdam Road due to the storms in the south.
- The North Arlington project is moving along. The area from Dixie Highway to Aberdeen Road has been paved.
- Catching up on the leaf pickup. Pickup was delayed due to the weather and the ice storm.

Mr. VonHandorf brought up the Greater Cincinnati Blacktop invoice that was not approved for payment at the last meeting. He told Council the company was working in the city to do some mill and overlay but also addressed some of the drainage issues in the area. Ms. Zembrodt asked if the milling would break down the integrity of the road. Mr. Bayer stated he has not inspected it yet. Mr. VonHandorf replied this is a band aid for winter and the streets will be done properly in the spring.

Ms. Spoor asked if Mr. VonHandorf would mind cleaning out the Trolley stop for the Christmas in the park event this Sunday.

Mr. Oberjohn asked if there was any word from Michels regarding the base asphalt on North Arlington. Mr. VonHandorf replied that it was a nice day today and the curb and gutter was poured up to Old State Road. He believes the base pavement could be done in the next couple days. He doesn't want to see too much pressure put on the new curb and gutter. Paving can be done as long as it is not freezing during the day. The new pavement can be covered at night.

D. City Engineer – Jay Bayer

Mr. Bayer's written report contained the following:

Projects in construction phase:

N. Arlington Road project

Michels has continued reconstruction of the roadway. Reconstruction is substantially complete from Dixie Highway to Aberdeen. Items remaining include the asphalt surface, restoration, and any punchlist items. Michels is making progress from Aberdeen to Old State. Their schedule is to have all concrete work and asphalt base installed in this year.

Projects in design phase:

Jackson Road Improvement Project

Geotechnical exploration has been completed. Bayer Becker anticipates getting the final report from Geotechnologies in the coming weeks. A proposed street section has been voted on by the residents. Bayer Becker will proceed with the design of Jackson Road using a twenty-two foot back-of-curb to back-of-curb section with box curb and gutter and a four foot buffer (where practical) between the sidewalk and curb on the north side of the roadway. Bayer Becker has met with the NKWD to review the preliminary design

of the replacement water main. An application was submitted to SD1 for re-approval of their 50/50 funding program on the agenda for the SD1 Board on 12/18/2018.

2018 City of Park Hills Pavement Condition Evaluation

Bayer Becker has completed observations for the project and has compiled a report that has been submitted to Council and the City for its use.

Private projects in the city:

Gateway Development (aka Park Pointe)

A development agreement has been provided by the city to the developer. The city is awaiting approval by the developer. The developer would like to proceed, at his expense, with soil borings for his project and to include the proposed borings requested by the city for the redesign of the Amsterdam Road in conjunction with the project.

Audubon Forest Project

The site development contractors are completing infrastructure improvement with a goal of platting the lots this fall.

Mr. Bayer submitted an invoice from Michels Construction in the amount of \$193,770.90. Mr. Bayer recommends making the payment. A 10% retainage is still being held.

Mr. Zach Borchers, Bayer Becker, was present at the meeting to give a presentation of the Park Hills pavement condition report.

Mr. Borchers' report is added as an addendum to the minutes

Mr. Bayer stated the streets that received a full repair are holding up very well. Mr. Borchers went over the streets in most need of repair including Audubon and parts of Amsterdam Road. Mr. Bayer would like to see the city get back to doing occasional crack sealing for street maintenance. Discussion turned to water runoff issues and the possible closing of Amsterdam Road during the Park Pointe development project.

E. Treasurer's Report – Julie Alig

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

Motion to pay the Road Fund invoices in the amount of \$203,866.72, Vehicle Fund invoices in the amount of \$15,014.00 and the MRA invoice in the amount of \$160.00 was made by Ms. Spoor; second by Mr. Reser. Roll call: all ayes

IV. Committee Reports

A. Infrastructure – Karl Oberjohn

1. Streets

Covered by Mr. Borchers

2. Street lights

Mr. Oberjohn shared a presentation regarding Park Hills' street lighting. The presentation included the following:

- LED lighting technology
- Park Hills street light inventory
- Duke Energy LED street lighting proposals
- Next steps

Mr. Oberjohn's presentation will be included as an addendum to the minutes.

3. Sidewalks and signs

The PDS did an inventory of the city's sidewalks and street signs. These reports are stored online and are not available in printed form. Contained in the report are:

- Street signs
- Curb ramps
- Pedestrian crossing signals
- Poles
- Sidewalk failure points: good = green; new = blue and poor = red

Technicians from PDS took photos of the failure points. Some of the photos can be clicked on to reveal comments and what type of failure the sidewalk has.

Sign posts are also categorized and rated. There is a web link that will take the user to an online map. Mr. Oberjohn asks that the new Council decide which reports to share with the public.

Discussion turned to preliminary plans for a sidewalk on St. Joseph Lane. Mr. Oberjohn stated the Infrastructure Committee has been supportive of such a sidewalk and hopes the next Council will be as well. The grant applied for did not pan out but Mr. Oberjohn had asked Mr. Bayer to update the cost of a sidewalk without grant money.

Mayor Mattone stated he spoke with Judge Knochelman regarding the Dixie Highway sidewalk. The Judge told the Mayor he is still looking at options. The Mayor also wondered if Mr. Zeltwanger might be required to put in some sidewalks in conjunction with his Park Pointe project.

4. Street trees

Mayor Mattone stated a PDF of the tree inventory will be posted to the city's website.

B. Communications – Karl Oberjohn

Mr. Oberjohn stated he believes the committee will be in good hands with newly elected Council member, Ms. Froelich. He recommended Council get a publication schedule together and encouraged all departments to submit articles for future newsletters.

He also showed Ms. Zembrodt and Ms. Froelich how to set up the sound system for the meetings.

V. Delegations

A. Kenton County Planning Commission (KCPC) – Phil Ryan

Mr. Ryan congratulated all the newly elected officials and reminded everyone about the upcoming Land Use Open House at the PDS on January 15th at 5:30 p.m. There are seven cities involved and the meeting will discuss future land use.

B. Planning and Development Services (PDS) – Jason Reser

1. Code Enforcement Program

Mr. Reser stated the PDS held a Special Meeting at the Crescent Springs city building to talk about properties that have liens on them. Without foreclosing on these properties, there is little the CEB can do. He added; Park Hills is also having issues with such properties. He says Park Hills needs to create a policy to address these properties so that they can be foreclosed on.

Mr. Winslow stated that by the time the liens get to \$5,000, the bank has already foreclosed. Mr. Reser stated Park Hills has about \$10,000 in liens. Mr. Gray stated he gives Mr. Winslow the minutes from the County Code Enforcement Board meetings to keep him updated.

Mr. Reser moved on to the Z21 meetings. These meetings review zoning and discuss process and procedures. The goal is to simplify the legal wording and to design a concept and development plan to make the process easier.

C. Code Enforcement Board – David Gray

Mr. Gray reiterated Mr. Reser's concerns. He says the CEB can fine property owners but that there are no tools to enforce. He believes cities need to incorporate their Nuisance Ordinances so that cities can make necessary repairs and file the appropriate liens.

VI. Old Business

Mayor Mattone relayed to Council that Mr. Zeltwanger asked to do bore sample testing on Amsterdam Road. He would like Council to approve the testing first. He is also asking that Mr. Zeltwanger be responsible for all legal and engineering fees associated with his project which come to around \$60,000. He would like Mr. Zeltwanger to pay this before proceeding. Motion to authorize boring work proposed by Mr. Paul Zeltwanger was made by Ms. Spoor; second by Mr. Oberjohn. Roll call: all ayes

VII. New Business

A. Mayor's Group Meeting is scheduled for Saturday, December 15th at 9:00 a.m. at the Crestview City Building. Mayor Mattone encouraged Ms. Zembrodt to attend to be introduced to the other new, and current, Mayors.

B. Mr. Oberjohn asked that Mayor and Council be allowed to make a closing statement.

Ms. Spoor thanked everyone on Council. She said this has been a great learning experience and she deeply appreciates everyone's sincerity and the mutual love of the city. It speaks highly of our city and residents that so many people care.

Ms. Zembrodt also thanked everyone knowing it is a lot of time and effort. She added that people don't realize how much time and work is put into serving.

Mr. Reser said it was exceptional working with everyone who volunteered on committees and a great experience working with City Council. He would like to see Park Hills move forward by making it inclusive for everyone. He reminded everyone that Park Hills is about 48% rental with diversity regarding financial standings. He wants to be careful that we include our tenants and give them a voice. He would also like to see that all are invited to meetings, not just property owners. With the Z21, the city could see some minor and major zoning changes. He hopes to see more places for multi-family housing in the city. He would like to see multi-family dwellings promoted. He asked that these issues be thought about.

Mr. Oberjohn stated he is grateful and humbled to have had the opportunity to serve on City Council. He is appreciative and grateful to the Mayor and fellow Council members,. He is very proud of what was accomplished and hopes he was able to make things a little bit better. He went on to thank the city officials and departments for the long hours and the service they put in. He added; Julie and Dan have been wonderful to him and his wife Karen as residents and he appreciates all they do. He thanked them not just as a Council member, but even more so as a resident. He thanked all the residents involved and for their interest in their city. He asks everyone to stay involved and pay attention. He is excited for the new Mayor and Council and believes it to be a very solid team. He is rooting for the new officials knowing they will do great things. He also thanked his wife, Karen, for being his number one supporter.

Mr. Elkins thanked everyone who served as volunteers. He said we have a wonderful city and great neighbors. He says that shows we can have diverse views and still be neighbors. He would like to see residents continue to treat everyone with respect and dignity, which he feels we already do. He thanked those who voted for him and looks forward to continuing to serve.

Mr. Claypole started by saying he was fortunate to serve on Council in the 90's. He appreciates the support of all the citizens in the last five years. He stated he has done his best to keep city services good and safe. He thanked the residents for their trust. He asked that Chief Stanley, Chief Rigney, Mr. VonHandorf and Ms. Alig stand up and be recognized for all they do.

Mayor Mattone closed by saying he didn't expect to be sitting here four years ago. He said it has been a tremendous burden, challenge and enjoying opportunity. He believes we found out a lot of things we do well and are doing some things better. We are leaving policies and procedures in a more replicable fashion. He added it has been a pleasure to work with the Council, residents and staff. He is rooting for everyone going forward and wishes them the best in a thankless though enjoyable job. He congratulated everyone on their victory.

9:23 Motion to adjourn from Business Meeting was made by Ms. Zembrodt

Mayor, Matt Mattone

ATTEST:

City Clerk

