

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 11, 2019 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY, WITH MAYOR KATHY ZEMBRODT PRESIDING
COUNCILMEMBERS PRESENT: PAM SPOOR, SARAH FROELICH, JOE SHIELDS, KEVIN THEISSEN, STEVE ELKINS AND WESLEY DETERS
ALSO PRESENT: CITY ATTORNEY, KYLE WINSLOW AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the January 14, January 28 and February 5, 2019 meeting minutes, based on changes, was made by Ms. Spoor; second by Ms. Froelich. Roll call: all ayes

I. Presenters - None

II. First Reading; Ordinance No. 1, 2019, prohibiting through traffic on Mt. Allen Road, was read in summary by Mr. Winslow. Discussion followed regarding placement of signs. Mr. Winslow stated abutting properties do not have to be notified of the street closure but can be if Council wishes. Ms. Froelich asked if additional legislation would be needed if there is a gate or fence installed. Mr. Winslow replied wording can be added to instruct Public Works to install whatever is needed for the closure. Mayor Zembrodt added that a letter will be sent to all residents notifying them of any changes. Mr. Winslow suggested the Infrastructure Committee discuss at their next meeting. Ms. Spoor asked that Mr. Winslow make changes prior to second reading to be posted to the website and to notify residents.

III. Resolution No. 2, 2019; proposal to include Park Hills as a certified ethics city was read by Mr. Winslow. Motion to accept Resolution was made by Ms. Froelich; second by Mr. Theissen. Roll call: all ayes

IV. Resolution No. 3, 2019 identifying the Kentucky pension crisis as a top priority during the 2019 session was tabled. Ms. Froelich made additions to the current Resolution to keep it the same as other cities in Kenton County. These changes include:

- Asking that any increases in the Actuarially Required Contributions assessed to the participants in the County Employee Retirement System (CERS) be capped at 12% annually during the minimum ten-year phase in period. The current Resolution set the cap at 10% over a six-year phase in period.
- Add the wording 'until the separation study is completed' to the end of the section reading 'WHEREAS, we respectfully request that the Kentucky Retirement Board be restructured to allow for weighted voting thereby allowing members appointed to represent the cities and counties greater control in making decisions related to the County Employees Retirement System'.

Mr. Shields asked if our current Resolution was modeled after Ft. Wrights'. Mr. Winslow replied it was and believed it was from the KLC. Ms. Froelich stated she spoke with Mr.

Chaney at the KLC and was told Ft. Wright has a different point of view from some of the other cities. The Resolution was tabled until the next Business Meeting. Mr. Winslow will speak with Ft. Wright and go over Ms. Froelich's changes.

V. Department Reports

A. Police Department – Chief Cody Stanley

Mr. Theissen asked about the two shots fired that were included in the police report. Chief Stanley stated the call came from dispatch and that neither of the shots was fired in Park Hills. Nothing came from either call. Other than the Covington Catholic incident, there have been no other major cases in Park Hills. During the Covington Catholic incident so far, the department accumulated 49 hours of comp time and 16.25 hours of paid overtime. Chief Stanley stated the city will not bill the school for these hours. Ms. Spoor thanked the department for writing tickets during the snow emergency hoping this will deter residents from parking on the street during future emergencies.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report included the following:

- A total of 53 calls for service were received during the month of January. The incidents are broken down by type on the activity report Council received.
- Park Hills F.D. hosted the monthly meeting of the Kenton County Fire Chief's Association.
- Crews were called to assist Ludlow F.D. with a house fire.
- E-601 tank leak issue repaired by in house personnel saving repair cost and down time. The cost of the repair came to about \$10; saving the city around \$1,000.
- Received approval from FEMA for disbursement of Grant funds. The funds have been deposited in the bank.
- New energy efficient windows installed in the 2nd floor dorm area.

Mayor Zembrodt asked the status of the radios. Chief Rigney stated they have been ordered and hopes to receive them within a month or two.

Ms. Froelich inquired about the high number of calls last month. Chief Rigney replied there were more EMS calls and many calls were weather related.

C. Public Works – Dan VonHandorf

Mr. VonHandorf thanked Mayor and Council for another month. His report included:

- Duke is about to wind up the pole work but will have to come back to do the communication lines followed by property restoration.
- Mr. VonHandorf was contacted by Verizon regarding fiber optics on Dixie Highway. They are working with the KYTC for right of way acquisition. It will all be done above ground. Verizon is working with other cities to come up with an agreement. Mr. Winslow is looking into this.
- The city wide cleanup day for Ft. Wright will take place on April 6th. Park Hills coordinates its cleanup for the same day.

- Ms. Spoor inquired about the double poles and wires in Trolley Park beyond the playground. Mr. VonHandorf replied they will be removed along with the ones that are leaning on Jackson Road.
- Ms. Spoor asked if Mr. VonHandorf had used all the salt he purchased. Mr. VonHandorf replied it is being stored on 3L in the salt dome for future use.
- Mr. Elkins thanked Mr. VonHandorf for posting the 'No Parking' sign at the intersection of Arlington and Aberdeen. Mr. VonHandorf stated he would post additional signs that will be attached to the existing stop signs.
- Mayor Zembrodt asked Mr. VonHandorf to freshen up the yellow paint throughout the city. Mr. VonHandorf stated he would as soon as weather permits.

D. City Engineer – Jay Bayer

The written report contained the following:

Projects in construction phase:

N. Arlington Road project

Michels has substantially completed reconstruction of Arlington Road from Dixie Highway to Old State Road. The contractor has submitted an invoice for the work less 5% retainage. Items remaining will include restoration and any punchlist items. Bayer Becker recommends payment to Michels in the amount of \$244,924.80.

Projects in design phase:

Jackson Road Improvement Project

SD 1 has approved the project's application for their 50/50 funding program. Bayer Becker is working with Geotechnology, Inc. on the proposed storm sewer draining towards Amsterdam. Bayer Becker has continued to develop plans for the replacement of the water main and roadway.

Mayor Zembrodt asked when the project will go out for bid. Mr. Bayer replied it would go out as soon as the geotech report comes back; hopefully have information at the March or April meeting.

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.

Audubon Forest Project

The site development contractors have completed the majority of the infrastructure improvements. A final plat has been submitted to PDS for review.

Park Hills will have an easement included in the plat. The city is working with SD1 to out the maintenance language. Ms. Spoor asked if the city would receive a deed when the conveyance is made. Mr. Bayer replied they would.

E. Treasurer's Report – Julie Alig

Ms. Froelich asked if the treasurer expects more vehicle fee revenues this year. Ms. Alig stated since they are due in September, the majority of the fees have already come in. Motion to pay the Road Fund invoices in the amount of \$246,397.30, the Municipal Road Aid invoices in the amount of \$6,911.06 and the Vehicle Fund invoices in the amount of \$135.00 was made by Ms. Spoor; second by Mr. Theissen. Roll call: all ayes

VI. Committee Reports

A. Financial Oversight Committee

Mr. Shields stated the committee had its first meeting on February 4th. He, along with Mr. Theissen and Ms. Spoor, were present. Mr. Johnson and Mr. Huff were unable to attend. Mr. Shields stated the committee will assist the Mayor in the preparation of the budget. He added this was an inaugural meeting with much learning to do. He stated that Ms. Spoor and Mayor Zembrodt were both very helpful. Mr. Shields, along with Mr. Theissen, will meet with Ms. Alig to go over the budget and financials. They will also meet with agents from Crawford Insurance and the city's auditor, Mr. Chamberlin. Individual priorities were also discussed. Mr. Shields is interested in pedestrian safety including sidewalks. He is developing a dashboard that will make it easy for residents to understand where the city is financially. Mr. Theissen is interested in building cash reserve and paying down debt.

B. Economic Development

Ms. Wesley Deters stated Ms. Froelich and Mr. Theissen were both unable to attend so it was more of a meet and greet with the other members. The committee will meet again in two weeks. Ms. Deters requested a large zoning map from PDS to use in the introductory meeting. She would like to use it to look at serious zoning opportunities for economic development along Dixie Highway.

VII. Delegation Discussions

A. Telecommunications Board of Northern KY

Mr. Lange stated the January meeting was mainly the installation of the 2019 officers. The Charter Franchise renewal negotiations are still ongoing. One of the goals of the new chair is to have the negotiations concluded by the end of the year. There are a couple of new tapings of the Covington Business Council. The high school games are still covered and Mr. Lange gave a list of some of the upcoming games. Mayor Zembrodt asked Mr. Lange to send Ms. Alig a list of the upcoming games for the website. The next meeting of the TBNK will take place on February 20th.

B. Code Enforcement Board

Mr. Gray had nothing to report. Mr. Winslow relayed to Council that the bank accepted the city's offer on 1331 Amsterdam Road.

C. Kenton County Planning Commission

Mr. Ryan stated he was elected as treasurer of the Commission. They are finalizing the Z21 to present to each city in the near future. The executive committee made some new cell phone tower regulations. They will look at the changes that will affect Kenton County. He believes it will be voted on next month. Some of the language includes what fees cities may be able to impose on towers. Discussion followed regarding cell towers

such as designs, looks, heights, etc. The PDS as well as the KCPC won a national award for their work on this.

VIII. Old Business

Discussion took place regarding speed bumps on Cecelia Avenue. A petitioner at the last meeting was concerned about the speeding on the street and asked the city to look into ways to help calm it. Mayor Zembrodt suggested installing a temporary hump that can easily be installed and uninstalled. Mr. Elkins added these types of bumps are made of recycled plastic that can be bolted to the street at a lower cost than permanent speed bumps/humps. Ms. Elkins plans on discussing this at the upcoming Infrastructure Meeting and would also like input from Chiefs Stanley and Rigney.

IX. New Business

A. Mayor's Group Meeting is scheduled for Saturday, February 16th at 9:00 a.m. at the Independence Senior Citizens' Center.

B. Mayor Zembrodt stated there is a city Ordinance in place requiring utility companies to notify the city first before performing any work. She has reached out to the companies to make sure they are aware of this. Ms. Spoor also asked that Mr. VonHandorf inspect their work when complete for any repairs that need to be made.

Ms. Deters stated PDS is planning on coming to the February 25th Caucus Meeting to discuss the Z21. She asked when the city would be acquiring the acreage discussed in the Audubon Forest settlement. Mayor Zembrodt believes it is when everything is signed off on and the deeds are repaired. Her reason for asking is that there are documents that outline the zoning; the 5-6 acres are currently zoned Residential. She would like to submit to Council that she will try to restrict the use of the land for city only. She would like conservation and green space to prevent future development for the residents already living nearby. Mr. Ryan added that the meetings held in the last few months about the future land use recommended the city make the acreage some type of conservation zone. He asked the city, however, to look at the definition of conservation to make sure it is what the city desires as it contains a variety of different land uses. Ms. Deters would like to work with Mr. Winslow on deed restrictions.

Ms. Froelich asked if the clerk could update the city's event and committee pages on the website.

Ms. Froelich asked how the Berling meeting went regarding the Audubon Forest Settlement. Ms. Spoor stated it went well. It was discussed at the last meeting and it is included in the meeting minutes.

8:17 Ms. Spoor motioned to adjourn from the Business Meeting

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

