

THE PARK HILLS CITY COUNCIL HELD A SPECIAL/BUSINESS MEETING ON MONDAY, OCTOBER 14, 2019 AT 7:00 P.M. AT ST. JOSEPH HEIGHTS, 1601 DIXIE HIGHWAY, PARK HILLS, KY WITH MAYOR KATHY ZEMBRODT PRESIDING.

COUNCILMEMBERS PRESENT: PAM SPOOR, SARAH FROELICH, JOE SHIELDS, KEVIN THEISSEN AND STEVE ELKINS

ABSENT: 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 September 9, 2019 meeting minutes was made by Ms. Froelich; second by Mr. Shields. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; aye, Mr. Theissen; aye, Mr. Elkins; abstain (not present at the meeting) Motion carried
Motion to approve the September 23, 2019 meeting minutes, after amendments, was made by Mr. Shields; second by Mr. Theissen. Roll call: Ms. Spoor; abstain (not present at the meeting), Ms. Froelich; aye, Mr. Shields; aye, Mr. Theissen; aye, Mr. Elkins; aye Motion carried

I. Petitioners

Mr. David Sippel, Audubon Road, showed up later in the meeting

Ms. Froelich stated she has withdrawn the second reading of Ordinance No. 9, 2019 in regard to speed humps. She would like to do more research. Mayor Zembrodt stated she would like to have a policy in place. Ms. Froelich added; proper signage is required by federal law when speed humps/bumps are installed.

Mr. Mark Cooper asked if the small '3 way stop' portion under the stop sign at the triangle near Audubon and Park be replaced. He said it is very faded. Also asked if the police could add a sign 'complete stop free; rolling stop \$' to that stop sign.

Mr. Theissen stated he has noticed drivers slowing down since the speed hump on Audubon was installed last week. However, he has yet to hear feedback from neighbors.

II. Department Reports

A. Police Department – Chief Cody Stanley

Ms. Froelich asked Chief Stanley if the OpenGov problem has been resolved. Ms. Alig stated she spoke with someone at OpenGov and is working on fixing the site. Ms. Spoor wonders if OpenGov is the best way to spend the city's money. She added; reports can be uploaded to the website for free. Ms. Froelich stated she would like to have another plan in place before abandoning the program. Chief Stanley is also in favor of using the website to post reports.

Mr. Theissen told Chief Stanley he liked the extra details in his report. Chief Stanley said he wants Council to have a better idea of what, and where, incidents are occurring in the city.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report included the following:

- A total of 36 calls for service were received during the month of September. The incidents are broken down by type on the activity report Council received.
- Crews completed Annual Pump Service testing of both engines and both passed inspection.
- FD members trained on new equipment for residents with long drives and setbacks.
- PHFD will be hosting its 65th annual "Halloweenies" on Halloween night. Chief Rigney would like to have port-o-lets available again this year.

Mr. Theissen asked if there were any updates on the flooding problem on Amsterdam that was brought to Council's attention last month. Mayor Zembrodt replied that she contacted SD1 and also went to talk to Ms. Dougherty, owner of the property. A neighbor of hers was asked to correct the positioning of their downspout; SD1 also told Ms. Dougherty that she would need to enlarge her drain to collect the extra water during heavy rains.

C. Public Works – Dan VonHandorf

Mr. VonHandorf's report included:

- Greetings Mayor Zembrodt and Council. Thanks again for another month.
- I talked with Devou Manager about the speeding golfers and he is going to make mention to the league players as well as others.
- Speed hump has been installed on Audubon. Signs need to be put up.
- Upper Audubon has been resurfaced.
- Lower Jackson/Cleveland project in full swing. Michels Construction is inching along safely. Very deep, poor soil conditions make it very difficult so please be patient. Thanks. The intersection of Lower Jackson and Cleveland will be closed until further notice.
- We are keeping a close eye on the truck traffic to make sure that they are on the right route. I have also put up new signs for all trucks' weight limit of 15 tons; no through trucks.
- Also put up our signs for the leaf collection service. The cost is \$35 per pickup or \$70 for the season.
- Oh, and don't forget about the hayride on Sunday, October 27th.
- Thanks to Chief Rigney; Duke Energy changed the pole on Alhambra.
- Working on more crosswalk striping.

Mayor Zembrodt asked if any restoration work has been done on the Trolley Line. Mr. VonHandorf replied that the workers had another job come up. He added that he would have something done with the area by the day of the hayride; either by Duke or himself. Discussion followed regarding the parking situation on Cleveland Avenue during construction.

D. City Engineer – Jay Bayer

The written report contained the following:

Projects in construction phase:

N. Arlington Road project

A pay request has been submitted by the project contractor, Paul Michels and Sons. City staff walked the project site on 9/25/19 to update the punchlist which has been forwarded to the contractor. A recommendation for the pay request is being prepared by the city engineer. A reimbursement letter will also be sent to the SD1.

Projects in design phase:

Jackson Road Improvement Project

Paul Michels and Sons has been approved as the contractor for the project. Storm water work has begun on Cleveland. The NKWD will be bidding the water main replacement project.

Private projects in the city:

Gateway Development (aka Park Pointe)

Earthwork for the project continues. The NKWD will be replacing the water main along Amsterdam Road in conjunction with the project. The bids will be tentatively reviewed at the November NKWD board meeting. Updated plans have been provided to the city for the Subdivision Construction, Amsterdam Road Reconstruction and the Amsterdam Landscape Plan.

Audubon Forest Project

A final plat has been recorded. The developer will be transferring a parcel to the city per the prior agreement. The city is working with the developer to resolve final items before accepting the proposed city parcels.

Ms. Spoor asked if water under the pavement is what caused the section of Cleveland to collapse. Mr. Bayer stated it could have been water but not sure; Michels is putting in stone to replace so this may cause more expense to the city. Ms. Spoor asked if lighting could be added to this area on Halloween night. Mr. Bayer replied that the area is covered up at night but that a temporary fence could be installed for that night. Mr. VonHandorf stated he would talk to the contractors about this tomorrow.

Ms. Froelich asked if there were any updates on the St. Joseph Lane sidewalk. Mayor Zembrodt stated she had to update forms this week and is still waiting on state officials to sign off on.

E. Treasurer's Report – Julie Alig

Motion to approve the September financial reports was made by Ms. Spoor; second by Mr. Theissen. Roll call: all ayes

Mr. Bayer recommended Council pay Michels \$22,321.44 instead of the \$55,105.75 originally invoiced to the city until the punchlist items are completed.

Motion to pay the Road Fund invoices in the amount of \$25,919.44 (which includes the Michels payment of \$22,321.44); MRA invoice in the amount of \$315.00 and Vehicle Fee invoices in the amount of \$4,281.32 was made by Ms. Spoor; second by Mr. Shields. Roll call: all ayes

III. Committee Reports

A. Infrastructure

Mr. Elkins stated the committee minutes were approved. He will get them to the clerk for posting.

Ms. Spoor stated that last Monday, the city received 10 crosswalk signs from the Devou Good Foundation free of charge. Mayor Zembrodt compiled a list of where they could be put but would like feedback from others. She will send her list out for comment. Mr. Shields would like to identify the busy, problematic areas/intersections.

Mr. Elkins also expressed his interest in attending an upcoming Vision Zero meeting which focuses on pedestrian safety. Ms. Spoor stated others were also interested and that perhaps they could rotate those attending due to the small meeting space.

Mr. Elkins stated the committee is also looking at using other materials and alternatives for street striping.

Mr. David Gray stated the pedestrian crossing signal at the intersection of Dixie Highway and North and South Arlington Roads is not working properly. The city clerk will call KY Transportation and send them a letter requesting repair.

B. Financial Oversight

Mr. Shields stated Chief Stanley was present at their last meeting to discuss his vehicular needs.

Mr. Theissen is working on a budget year to year comparison.

The committee is working on making the Capital Improvement Plan a better working tool for the city. Mayor Zembrodt added they may want to think about putting some extra money into the Capital Fund for future needs.

Ms. Spoor asked if it would be possible to get a hardcopy of the sidewalk study done by the PDS. Mayor Zembrodt said they are printing one and will drop it off at the city building when it is finished.

Mayor Zembrodt asked the city clerk to contact the KY Transportation Cabinet to let them know the sewer in front of the Stamm's property on Dixie Highway is broken.

Ms. Froelich asked if Mr. Joe Daugherty's email regarding tax rates was discussed in the meeting. Mr. Shields replied it was not but can be added to the next agenda for discussion.

C. Communications and Economic Development

Ms. Froelich stated there was no quorum at either of the last meetings. She is looking for a better way to contact members of these committees or appoint different members.

Mayor Zembrodt stated all members of these committees asked to be appointed and believes getting phone numbers for them may help with communication.

IV. Delegation Discussions

A. TBNK – Richard Lange

No report

B. CEB – David Gray

Mr. Gray stated the meeting was held at the new Kenton County Courthouse. Action will be taken on 1059 Morgan Court and that the board will be presented with the problem at the next meeting.

C. KCPC – Phil Ryan – Not present/no report

VI. Old Business

Ms. Froelich asked when Council would receive an update on the Park Pointe project. Mayor Zembrodt stated the developer is waiting on the state regarding the height of the dam and also waiting on bids. She stated Mr. Zeltwanger had an open house showcasing the verandas but did not have any other updates. Ms. Spoor added that Mr. Zeltwanger hired POD Designs for the landscaping.

Ms. Froelich also asked to address the development agreement regarding the 50 day limit for completion of the Southbound Amsterdam Road. She states it has been 66 days since the transfer of the property. Mr. Winslow stated he would look over the agreement and make a recommendation. Mr. Shields stated he would like to be updated by the contractor about these things.

Ms. Froelich asked if there was another plan for Cecelia. Mr. Elkins replied that another hump would be ordered to install on the street.

Mayor Zembrodt informed everyone that after the Mayor's Group asked for help on I-75 with the problems created by truck traffic, a grant was awarded for extra patrol and a lot of tickets are being written.

VII. New Business

A. Mayor Zembrodt received an email from Notre Dame Academy informing her that the school has been nominated for the 2019 National Blue Ribbon of Excellence Award. A ceremony of celebration will take place in Washington D.C. on November 14th and 15th.

B. Mayor's Group Meeting is scheduled for Tuesday, October 15th at 5:00 p.m. at the new Kenton County Administration Building.

Mr. David Sippel wanted to let Mayor and Council know that he is in support of speed calming efforts in the city. He stated he called the Cincinnati Traffic Engineer Group and asked how they monitor traffic. He was told they use signs similar to the ones used in Park Hills but they do not display the speed to the drivers. They also use rubber tubes placed across the roads to determine speed. He stated he was referred to another traffic engineer that they purchase their equipment from. Mr. Sippel forwarded the information to Mr. Theissen. Mr. Elkins said the committee will look into at the next Infrastructure meeting.

Ms. Spoor would like a text amendment on the Conservation Zone for when the city's donation is received from the Berlings.

Business Meeting
October 14, 2019
Page 6

8:25 Motion to adjourn was made by Ms. Spoor; second by Mr. Elkins

Mayor, Kathy Zembrodt

ATTEST:

City Clerk