

THE PARK HILLS CITY COUNCIL HELD A SPECIAL/BUSINESS MEETING ON MONDAY, NOVEMBER 11, 2019 AT 7:00 P.M. AT THE PARK HILLS FIRE DEPARTMENT, 1106 AMSTERDAM ROAD, PARK HILLS, KY 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

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the October 14, 2019 meeting minutes, as amended, was made by Ms. Spoor; second by Mr. Shields. Roll call: all ayes

Motion to approve the October 28, 2019 meeting minutes was made by Ms. Spoor; second by Mr. Theissen. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; abstain (not present at meeting), Mr. Theissen; aye, Mr. Elkins; abstain (not present at meeting), Wesley Deters; aye Motion carried

I. Petitioners – None

Ms. Spoor asked to speak as today is Veteran's Day. This day marks the cessation of World War 1; the 11th hour of the 11th day of the 11th month. There were 40 million casualties with over 116,000 being Americans. In November, 1919, President Woodrow Wilson proclaimed November 11th as the first commemoration of Armistice Day. The U.S. Congress officially recognized the end of WW1 when it passed a concurrent resolution on June 4, 1926. A copy of the Resolution is attached to the back of the minutes.

Ms. Spoor gave a thank you to all veterans; especially Park Hills' residents and to pray for peace.

II. First Reading; Ordinance No. 10, 2019 closing a portion of Amsterdam Road was read in summary by Attorney Winslow.

Discussion followed. Ms. Froelich asked why it is being done as an Ordinance instead of a Municipal Order as done in the past. Mr. Winslow explained a Municipal Order is done when conveying property but when vacating a public road, an Ordinance is required.

III. First Reading; Ordinance N. 11, 2019; Telecommunications Franchise, was read in summary by Attorney Winslow. When the city did the Resolution, it agreed to establish a franchise in Park Hills. This Ordinance is accepting the bid submitted by MCImetro. Ms. Spoor had several questions regarding Section B, Franchise Fees, under Section 10. She asked if, upon renewal, the franchise fees would be fixed or are they up for discussion to renegotiate. Mr. Winslow stated he would look into before the second reading. Ms. Deters inquired about the gross receipts portion under the same section. Mr. Winslow replied that Metro would not have to pay as long as the company being used by them pays the fees. Ms. Deters also asked if the agreement contained loopholes for the

installation of towers. Mr. Winslow replied it does not; this agreement deals with public right-of-way.

IV. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley stated his department will once again be collecting delivered packages from porches to store in the police department. He ordered door hangers to leave explaining how to retrieve packages along with safety tips on the other side. Mayor Zembrodt explained that Lt. Webster was having trouble posting to OpenGov. Until it is fixed, the city clerk will add the speed studies to the Council packets along with the Chief's report.

Chief Stanley stated he has received quotes on solar powered speed signs. Ms. Spoor would like to have studies done on all the streets to help Council and the Infrastructure Committee evaluate problem areas. Discussion on installation and locations followed. Chief Stanley once again asked if speed humps could be installed in front of certain stop signs. Ms. Spoor and Ms. Froelich are not in favor but Mayor Zembrodt stated it could be discussed at an upcoming Caucus meeting.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report included the following:

- A total of 33 calls for service were received during the month of October. The incidents are broken down by type on the activity report Council received.
- Crews assisted Covington FD with a building fire on Pike Street.
- Park Hills and Ludlow FD members conducted live fire training evolutions at State Fire Rescue class held in the city.
- FD members performed annual testing on over 5,000 ft. of hose.
- Fire Prevention month Public Education programs were held at the firehouse and the Julie Learning Center.
- Halloweenies a success despite the weather with over 600 hot dogs served and several hundred donated to the Devou Park Children's Home. A thank you to Mr. VonHandorf for bringing the port-o-lets.

C. Public Works – Dan VonHandorf

Mr. VonHandorf was not present at the meeting in anticipation of snow fall this evening. Mayor Zembrodt read from his report.

Mr. VonHandorf's report included:

- Greetings Mayor Zembrodt and Council. Thanks again for another month.
- Happy to report lower Cleveland is reopened to traffic and parking is now permitted on upper Cleveland and upper Jackson. There is still no parking on Cleveland from upper Jackson down to the park; that is the route for Michels construction traffic. Then down Amsterdam to dump and back up Amsterdam from Monday s – Fridays 7:00 am – 5:00 pm.

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- Sorry for the poor/late notice about tree removal on lower Jackson. Had a lot going on that week; won't happen again.
- Thanks to Michels Construction for providing lights for Halloween, getting street lights fixed on Park and Cleveland and a light tower for lower Jackson.
- All dump trucks and construction traffic should use Amsterdam only. I try to keep a closer eye on that ; don't want other streets torn up.
- If any resident is planning to have any work done, please let us know so we can make plans to keep traffic moving safely. (tree work with crank and concrete/excavating work especially)
- I would like to explain and apologize for not having the hayride this year. Trolley Park was just restored by Duke's sub and with the rain we had, and just had, we would have torn up what was just fixed only 6 days before.

Mr. Shields commented on the large potholes on Amsterdam Road. Mayor Zembrodt stated she has contacted Eaton and Michels to repair. Eaton is unable to come until spring; Michels will try to get to it as soon as possible. In the meantime, Mayor Zembrodt stated she will have Mr. VonHandorf fill them in as best he can. Ms. Spoor added there is no point doing a deep fix to the street whilst all the construction is going on in the city.

Mr. Shields also commented on the state of the roads on Far Hills Drive. Mayor Zembrodt stated she is waiting on another call from the apartment manager. Mayor Zembrodt stated the manager told her they would restore the road. Mr. Winslow stated the street maintenance is still in litigation; he will check to see where it stands. Mayor Zembrodt added that if the city restored the road properly, the apartments would have no parking areas.

Ms. Deters asked about the timeline for no parking on upper Jackson. Mayor Zembrodt replied she would ask Mr. VonHandorf tomorrow and that the Jackson Road work is moving quickly.

Discussion followed regarding Duke signage.

D. City Engineer – Jay Bayer

Mr. Bayer was not present at the meeting. Mayor Zembrodt read his report.

The written report contained the following:

Projects in construction phase:

Jackson Road Improvement Project

Paul Michels and Sons is the contractor for the project. Storm water work has been completed on Cleveland and is progressing on Jackson. The first pay request has been submitted to the city. Paul Michels and Sons was the lower bidder for the water main replacement project for NKWD, who will review the bids at their November Board meeting. The main work will tentatively start in December.

N. Arlington Road project

City staff walked the project site on 9/5/19 to update the punchlist which has been forwarded to the contractor.

Private projects in the city:

Gateway Development (aka Park Pointe)

Earthwork for the project continues. The NKWD opened bids for the water main replacement on 11/7/19. Larry Smith Contractors was the low bidder. NKWD will review the bids at their November Board meeting. Updated plans have been reviewed by the city for the Stage II Subdivision Construction for conformance with the Park Hills Zoning Code.

Audubon Forest Project

A final plat has been recorded. The developer will be transferring property 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. Froelich asked about the erosion issues in conjunction with the Audubon Forest project. Mayor Zembrodt will ask Mr. Bayer to look at it and make sure the repair is acceptable.

Ms. Spoor would like to look at other areas of the city that could benefit from crosswalks.

Ms. Froelich asked about the water shut off on St. Joseph Lane. Mayor Zembrodt replied permits were obtained to do the work. She did not know if residents were notified prior.

E. Treasurer's Report – Julie Alig

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

Motion to pay the Road Fund invoices in the amount of \$150,880; MRA invoice in the amount of \$270.00 and Vehicle Fee invoices in the amount of \$1,432.68 was made by Mr. Shields; second by Mr. Theissen. Roll call: all ayes

V. Committee Reports

A. Parks, Beautification and Recreation

Mr. Thiessen thanked Ms. Spoor for getting the irrigation and lighting fixed in the park. The committee is still looking for a good spot to put in a pocket park on the south side of Dixie Highway.

B. Financial Oversight

Mr. Theissen stated the committee met last Monday to look over, and discuss, the budget. They will also continue discussions regarding payroll and business fees. They will also look over the Capital Improvement plan with the idea of future purchases of a fire truck, cruisers, buildings, etc.

Chief Stanley had inquired about purchasing a new cruiser every year to phase out the older vehicles. The committee discussed buying two cruisers now; one with cash on hand and financing the other over two years. The department's current cruisers are running into expensive repair issues. Chief Stanley believes the cost would be around \$42,000 per vehicle, fully equipped. He would like four new SUV's within the next two years. The

SUV's have a lifespan of roughly 8-10 years. One resident asked why the need for eight cruisers when there are only 2 officers per shift. The Chief replied that take home vehicles are an important perk to officers when considering employment. It will also keep the vehicles from running 24/7.

Motion to pay cash for one cruiser and finance one cruiser at the best rate available and not to exceed a total of \$85,000, per the recommendation of the Financial Oversight Committee, was made by Mr. Shields; second by Mr. Theissen. Roll call: all ayes
Mayor Zembrodt would like to discuss the FD's need for a new truck in the next budget.

C. Infrastructure

Mr. Elkins stated the committee discussed better ways of communication during road projects. Along with the Jackson Road project, Covington is also doing projects that were not anticipated, generating a greater need for better communication.

Also discussed was humps, bumps, tables and sign requirements. Parking on Amsterdam was also brought up. Residents will be notified not to park on the sidewalk.

No parking signs also need to be put back up on South Arlington.

D. Communications

Ms. Froelich stated the city's website is in the process of being updated. The next meeting is scheduled for Wednesday, November 20th at 7 p.m.

Ms. Spoor reminded everyone that December 1st is Park Hills day at the Behringer Crawford Museum

E. Economic Development

Discussed business tax rates. Next meeting scheduled for Thursday, November 21st at 6:30 p.m.

VI. Delegation Discussions

A. TBNK – Richard Lange

October meeting was canceled; no report. Next meeting will be Wednesday, November 20th.

B. CEB – David Gray

Mr. Gray stated Park Hills had one item on the agenda. The property at 1026 Rose Circle was issued two citations for weeds. Since nothing was done, it went to a Final Order.

Mr. Gray stated the citation for 1059 Morgan Court was abated. Ms. Spoor stated the problem still exists and she will pass on the new contact information to Mr. Gray. Mr. Winslow stated he spoke with Mr. Rob Himes who informed him the citation was not abated.

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

VII. Old Business - None

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VIII. New Business

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

Happy Birthday Pam Spoor!

8:44 Motion to adjourn was made by Ms. Spoor; second by Mr. Elkins

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

Whereas the 11th of November 1918, marked the cessation of the most destructive, sanguinary, and far reaching war in human annals and the resumption by the people of the United States of peaceful relations with other nations, which we hope may never again be severed, and

Whereas it is fitting that the recurring anniversary of this date should be commemorated with thanksgiving and prayer and exercises designed to perpetuate peace through good will and mutual understanding between nations; and

Whereas the legislatures of twenty-seven of our States have already declared November 11 to be a legal holiday: Therefore be it Resolved by the Senate (the House of Representatives concurring), that the President of the United States is requested to issue a proclamation calling upon the officials to display the flag of the United States on all Government buildings on November 11 and inviting the people of the United States to observe the day in schools and churches, or other suitable places, with appropriate ceremonies of friendly relations with all other peoples.