

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 10, 2020 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 AND KEVING THEISSEN
ABSENT: 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 13, 2020 minutes was made by Mr. Shields; second by Ms. Spoor. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; aye, Mr. Theissen; abstain (absent from meeting). Motion carried. Motion to approve the January 27, 2020 minutes was made by Mr. Theissen; second by Ms. Froelich. Roll call: Ms. Spoor; abstain (absent from meeting), Ms. Froelich; aye, Mr. Shields; aye, Mr. Theissen; aye. Motion carried

I. Mayor Zembrodt swore in Brian Dewaine as a new full time police officer. Motion to pass Resolution No. 3, 2020 appointing Brian Dewaine to full time police officer was made by Ms. Froelich; second by Mr. Shields. Roll call: all ayes

II. Presenters

A. Ms. Rachel Kirkwood and Ms. Karen Oberjohn were present at the meeting to request an event permit for the 2020 MKT and Garden Tour. Ms. Kirkwood began by introducing herself as the new Civic Association president replacing Ms. Liz St. Onge. Ms. Oberjohn stated she was very excited for the upcoming year. She stated there was a great turnout last year and thanked everyone who helped. This year, they will have more events in the island at the center of Park Drive. They have also received permission from homeowners to use their lawns. The association is also asking for road closures before, during and after the event. Drivers will be detoured around Rose Circle. Motion to approve permit request was made by Mr. Shields; second by Ms. Spoor. Roll call: all ayes

B. Mr. John Chamberlin with VanGorder, Walker & Co., was present at the meeting to go over the 2018-2019 annual audit. Mr. Chamberlain stated the city had a favorable audit. The entire audit and Mr. Chamberlin's presentation can be viewed at the city building or on the city's website.

C. Representatives from Duke Energy were present at the meeting to discuss the city's numerous power outages. In attendance were; Mr. Wes Needham, Manager of Distribution for KY, Ms. Holly Ross, Power, Quality and Reliability and John Milan and Stephanie Walters, Vegetation. Ms. Cara Brooks is ill and unable to attend. Mr. Wes Needham stated they have had good reliability the past five years. However, 2019 was not a good year with all the rain causing trees to come down. With Park Hills

being such a heavily wooded area, it has seen more than normal outages. He appreciates Park Hills' patience and business as they work to improve reliability.

Mr. John Milan added the highest area of concern is the Cleveland, Emerson and Morgan area. He stated he would like to have a hazardous tree survey done for that area. Most of the dangerous trees are not in the right of way which makes them difficult to get to and remove. A plan for removal needs to be in place as to not risk the safety of their workers. They will continue to walk the area and address issues. Ms. Spoor stated she would be happy to walk the area with them. She appreciates any help the city can obtain. Ms. Holly Ross informed Council there is a targeted underground program in the works. They will use a formula to determine where it might work best. She added; Park Hills could be a potential area.

III. Executive Order No. 2, 2020 appointing members to standing committees was read by Mayor Zembrodt. Ms. Froelich asked if the Tree Board appointments could be formalized also.

IV. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley briefly went over his report. Ms. Froelich commented the additions of the forms on the website are exciting.

Ms. Spoor stated there are parking restrictions on Cleveland Avenue marked with signs but people continue to park there. Chief Stanley replied it needs better marking and additional signage. He will have his officers address. He also suggested marking both sides of the street. Mr. VonHandorf will take care of ASAP; weather permitting.

B. Fire Department – Chief John S. Rigney

Chief Rigney apologized for his report being late. He was waiting on information to complete.

Chief Rigney's monthly report contained the following:

- A total of 39 calls were received during the month of January. The incidents are broken down by type on the Activity report.
- FD crews assisted with a multi-vehicle crash in Ft. Wright and a structure fire in Bromley.
- 2 members attended the Georgetown Fire Symposium for a weekend of advanced training.
- Hydrant flows and map data updated to reflect new water main work and hydrant installation

C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
- Just FYI, Park Hills was buzzing, literally. There were two water pumps running in the Amsterdam Valley 24/7 because the old storm sewer structure has been demolished. They were turned off because the ground was too wet.

- Larry Smith, Inc. is moving along very well with the water main work on Amsterdam and communicating with the residents of Parkvale what is, and what will be, happening next as much as possible. The main should be in Wednesday or Thursday, then the services.
- Michels Construction has the water main in on lower Jackson; now working on the services to the residents from the big bend towards Cleveland.
- On to the St. Joseph sidewalk project. Duke/Bowlin Energy has replaced/relocated 4 poles and would like to replace/relocate the next 3 from the intersection of St. Joseph and Elberta/Far Hills southward 5-6 feet from back of pavement in order to not hold us up when this sidewalk project does happen.
- Won't be long until spring which means, spring cleaning/city wide clean-up. Will need volunteers, just FYI

D. City Engineer – Jay Bayer
The written report contained the following:

Projects in design phase:

St. Joseph Lane Sidewalk Project

The city is pursuing a grant to construct a new sidewalk along St. Joseph Lane. We are awaiting approval from the state for the grant. A utility contractor, Bowlin, has moved the initial set of poles to allow for construction of the sidewalk.

Projects in construction phase:

Jackson Road Improvement Project

Paul Michels and Sons is the contractor for the overall project. Paul Michels and Sons is also the approved contractor for the water main replacement project for NKWD. The water main work is progressing

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)

Utility and earthwork for the project continues. The water main replacement project for NKWD on Amsterdam is being completed by Larry Smith Contractors. A plat is being prepared by the developer to dedicate the proposed final right of way. The city is requesting the developer to improve traffic control measures in and around the project area.

Ms. Froelich asked what the next step is on the St. Joseph Lane sidewalk. Mayor Zembrodt replied she has no update but that she has reached out to Representatives for help.

Ms. Froelich asked if the SD1 has finalized the Park Pointe design. Mr. Bayer replied he was unaware of any changes and since the construction has begun, the design should be in place. He added though, this is not a city project. Ms. Froelich asked Mayor Zembrodt if she would follow up with Mr. Paul Zeltwanger regarding the Park Pointe landscaping plan.

She also pointed out that in last months' meeting minutes, Mr. Bayer was going to forward the SD1 inspection reports. Mr. Bayer replied he will forward them. Ms. Spoor stated she would like to see an alternate route for Mt. Allen Lane residents with regard to the old NKU property. Mayor Zembrodt replied she has not heard if the sale of the property is final. Mr. Shields stated he would be happy to help in regards to property sale information and Mt. Allen Road access. Mayor Zembrodt asked when Michels will complete the punchlist for the North Arlington project. Mr. Bayer replied it is on the list.

E. Treasurer's Report – Julie Alig

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

Motion to pay the Road Fund invoices in the amount of \$399.80 and Vehicle Fee invoice in the amount of \$2,140.00 was made by Ms. Spoor; second by Ms. Froelich. Roll call: all ayes

V. Committee Reports

A. Financial Oversight

Discussion took place regarding the city's business tax. Mayor Zembrodt stated she would like to discuss at the next financial meeting.

Mr. Shields is continuing to head up the Capital Improvement Plan by meeting with the department heads. Mr. Theissen is heading up the financial report and Ms. Spoor is heading up contracts. The committee will report before the budget.

Communications, Parks and the Historical Preservation will be discussed at the next Caucus meeting.

VI. Delegation Discussions

A. TBNK – Richard Lange

The elections were held at the last meeting:

Chair: Mr. David Schroeder

Vice Chair: Mr. Steven Goodpastor

Treasurer: Mr. Richard 'Dick' Lange

Secretary: Mr. Dale Henson

Operations are busy with High School and Thomas More basketball programs. Mr. Lange invited everyone to view the catalog of programs, video on demand and streaming videos at TBNK.org. He encouraged everyone to give their feedback.

B. CEB – David Gray – Not present/no report

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

VII. Old Business - None

VIII. New Business

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A. Mayor's Group Meeting, Saturday, February 15th at 9:00 a.m. at the Independence Senior Center.

B. Ms. Froelich reminded everyone there will be a Park Hills Board of Adjustment meeting on Thursday, February 20th at 6:30 p.m. The meeting will be held in the Council chambers.

8:39 Motion to enter into executive session was made by Ms. Spoor; second by Mr. Shields. Roll call: all ayes
No action to be taken after session.

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

