

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MARCH 9, 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, STEVE ELKINS AND WESLEY DETERS
ABSENT: KEVIN THEISSEN
ALSO PRESENT: CITY ATTORNEY, KYLE WINSLOW AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the February 10, 2020 minutes, with changes, was made by Mr. Shields; second by Ms. Spoor. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; aye, Mr. Ekins; abstain (absent from meeting), Ms. Deters; abstain (absent from meeting) Motion carried.

I. Presenters

A. Mr. William Morris, Arlington Properties, was present at the meeting to give an update on the development of the old NKU site at the end of Mt. Allen Road. The development will be called Tapestry Ridge. He stated Tapestry on the River, in Dayton, KY would be a good reference. The designs are a bit different but, he stated, the quality is the same. The development will be in Covington but he wants to be good neighbors with Park Hills. Mr. Morris went over his presentation on the plans for the site. The presentation is attached at the end of the minutes.

The development will consist of a 251 class A multi-family housing property which will be focused on the views and visibility. The units will be 2-3 stories with garages underneath. It will all be rental housing. Mr. Morris stated he would like to meet with the Park Hills Fire Department to discuss emergency access to Mt. Allen Lane. He added; he has no desire to allow Tapestry residents to access the development from Mt. Allen Road. He stated they are spending a lot of money to landscape and provide an access road for their residents. Residents will go through a background and credit check. The developer will continue the sidewalk on Dixie Highway and will work to improve the drainage issue.

A resident asked if the new access road will be put in before construction traffic starts. Mr. Morris stated he didn't know. He plans for construction to begin in the fall and turn over one building in a year; finish in about 18 months. Mr. Shields asked about increased traffic on Mt. Allen Road. There are a lot of children and he asked what is permissible. Mayor Zembrodt stated she wants an agreement in place for construction traffic to use a different access road than Mt. Allen.

Mr. Morris' presentation will be added to the city's website.

II. Resolution No. 4, 2020 – Mayor Zembrodt stated this Resolution was brought up at the Mayor's meeting to better manage the retirement system. Read in summary by Attorney Winslow. Ms. Froelich gave a summary of the Resolution's intent. She stated

several KY cities have passed a Resolution in support of HB 484. The general idea is to support the separation of CERS and to create a separate board to manage their investment decisions, actuarial data, auditing and asset allocations. The KERS will continue to manage their portion. Motion to pass Resolution was made by Mr. Shields; second by Ms. Froelich. Roll call: all ayes

III. Department Reports

A. Police Department – Chief Cody Stanley

Mr. Shields asked about the large number of vacation/business checks. Chief Stanley replied the officers get out and check the perimeter of homes when residents are on vacation. Businesses are also checked nightly by the third shift officers. Mr. Elkins commented that he like the look of the new cruisers. Chief Stanley said the 2 older cruisers need to be sold.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 27 calls were received during the month of February. The incidents are broken down by type on the Activity report.
- FD crews are preparing to participate in "live-fire" training this spring at the county drill field.
- The "Crew Force" program was installed on all FD vehicles.
- (5) New sets of turnout gear have been received to replace older sets.

Mr. Shields asked about the Crew Force program. Chief Rigney explained it is a tablet based program. I Pads are installed in the vehicles to receive dispatch information. The responders are able to push a button to go on routes. The FD members are still training but Chief Rigney stated there are a lot of important features including Google Maps to help locate their destination. Mr. Shields stated the PDS is starting a renewed effort for residents' addresses. He stated they will come to a meeting to explain.

C. Public Works – Dan VonHandorf

Greetings Mayor Zembrodt and Council and thanks for another month.

Amsterdam Valley is bussing again with all kinds of equipment and water pumps 24/7.

Water main work on Amsterdam should be completed this week.

Michels will continue up to Hamilton with the new sanitary main.

Lower Jackson project moving along fine. Water main/services should be finished up this week as well; Jay has more information on that.

All of the electric relocation on St. Joseph Lane is complete. Next will be the communication wires and old pole removal.

Spring is in just a few days, yeah! City wide cleanup date is scheduled for Saturday, April 18th.

Memorial Day parade coming soon; need help and donations. Also, if someone would know of someone to be the Grand Marshal.

Thank you, any questions?

Ms. Spoor mentioned a gentleman who lives on Lawton who is a WWII veteran and a Purple Heart recipient. She asked to consider him for Grand Marshal.
Mr. Shields asked the purpose of the pump at the Park Pointe site. Mr. VonHandorf stated that an old storm sewer was abandoned and the pump redirected the water.

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. The city has begun to receive additional information about the grant.

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 nearing completion. The new fire hydrants are in service. SD1 has approved the 50/50 reimbursement to replace the catch basin at the north east corner of Cleveland and lower Jackson. Pay Request #3 has been submitted to the city.

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.

Mr. Shields asked when Amsterdam Road would be drivable. Mr. Bayer is hoping by this summer or fall.

E. Treasurer's Report – Julie Alig

Ms. Froelich asked about the \$255K budgeted for SD1 reimbursement that has not been received. Mayor Zembrodt stated we are waiting for the completion of lower Jackson before we bill.

Ms. Froelich asked if lines in the budget where nothing is budgeted need to be kept. Ms. Spoor believes the lines are helpful so money can be deployed maybe in next years' budget.

Ms. Froelich commented that there is money budgeted for comprehensive road repair and mill & overlay which hasn't been spent. Mayor Zembrodt replied she has not had anyone available as of yet to do the work.

Motion to approve the February financial reports was made by Ms. Spoor; second by Ms. Froelich. Roll call: all ayes

Motion to pay the Road Fund invoices in the amount of \$53,992.10, MRA invoice in the amount of \$975.00 and Vehicle Fee invoice in the amount of \$780.00 was made by Ms. Spoor; second by Mr. Shields. Roll call: all ayes

IV. Committee Reports

A. Communications

Mayor Zembrodt would like to get the next newsletter out by April 1st. She would like to discuss that and the park at the next Caucus meeting.

Ms. Spoor asked if she could discuss some park issues. She would like to start getting the park ready for the Memorial Day Parade. Grass cutting, mulching and weed and feed the lawn. She added; the fence dividing the park from the Catchen residence is in need of replacement. She has received three bids. She would like to replace half this year and the rest next year. The low bid was around \$1600 for the same fence type. She also made arrangements to have the Trolley buildings washed and paint the soffit on the lower Trolley building. She is getting bids to have the wrought iron benches painted and also bids for the maintenance of the green belt on Wald Court. Ms. Spoor stated one resident said she would maintain the area. Ms. Spoor would like to have an agreement with her. She is also obtaining quotes on 6 acres of dead trees. She spoke with a teacher who has agreed to come to the April Caucus meeting to discuss invasive species. She asked if the trash can in Trolley Park that is rarely used could be moved to a different location.

The application for the Historical markers is being worked on. There is one for Trolley Park and one for the Victory Garden on South Arlington. Ms. Spoor asked anyone interested in maintaining the other green spaces in the city to please call the city clerk. These areas include South Arlington/Dixie, St. James/Dixie and Amsterdam/Sleepy Hollow.

Ms. Froelich asked if there was a deadline for newsletter submissions. Mayor Zembrodt has not set a date but would like them one week before sending it out.

B. Financial Oversight

Mr. Shields stated the Capital Improvement plan is about finished. He said Mr. Gary Huff was an asset in helping with it. Mayor Zembrodt is working on the finance report and Ms. Spoor is working on contract reviews.

C. Infrastructure

Mr. Elkins stated most was already covered. He stated that Mr. Finke is doing a nice job of putting out fires.

Bray Trucking dropped gravel on Amsterdam Road. They will get it cleaned up.

D. Tree Board

Dr. Daugherty reported the board is reviewing the preliminary plans for Amsterdam Valley. Two hundred seedlings have been ordered and will be handed out the day of the Easter egg hunt.

V. Delegation Discussions

A. TBNK – Richard Lange – No report

B. CEB – David Gray – No report

C. KCPC – Phil Ryan

Mr. Ryan stated the new website, kcpcy.org, was launched on Friday. Some applications are still being worked out. A committee has been established for the Z21 program. The Zoning Ordinance will be revamped as cities' needs are looked at. The Board of Adjustment will hold a meeting on March 18th at 5:00 p.m. to discuss a height barring.

VI. Old Business - None

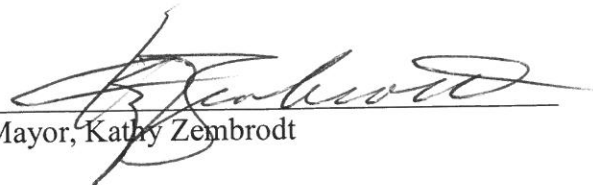
VII. New Business

A. Mayor's Group Meeting, Saturday, March 21st at 9:00 a.m. at Edgewood

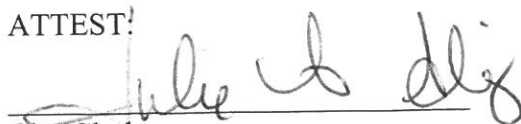
B. Mayor Zembrodt stated that in order for Park Hills to receive its Ethic's certification, a 90 minute training class needs to be attended by everyone. Available dates for evening classed are May 19th or May 21st. The clerk will email Council to see which date works best for everyone.

C. The address on the agenda as 1029 Jackson Road was a typo. The address regarding the lien payoff is actually 1009 Jackson Road. Mr. Winslow explained that it was asked that the city reduce its lien payoff from \$1,021.40 to \$800.00. Mr. Winslow stated the city usually doesn't decrease the amount of its liens and recommended the city have them pay the entire amount.

8:45 Motion to enter into executive session was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes
No action to be taken after session.

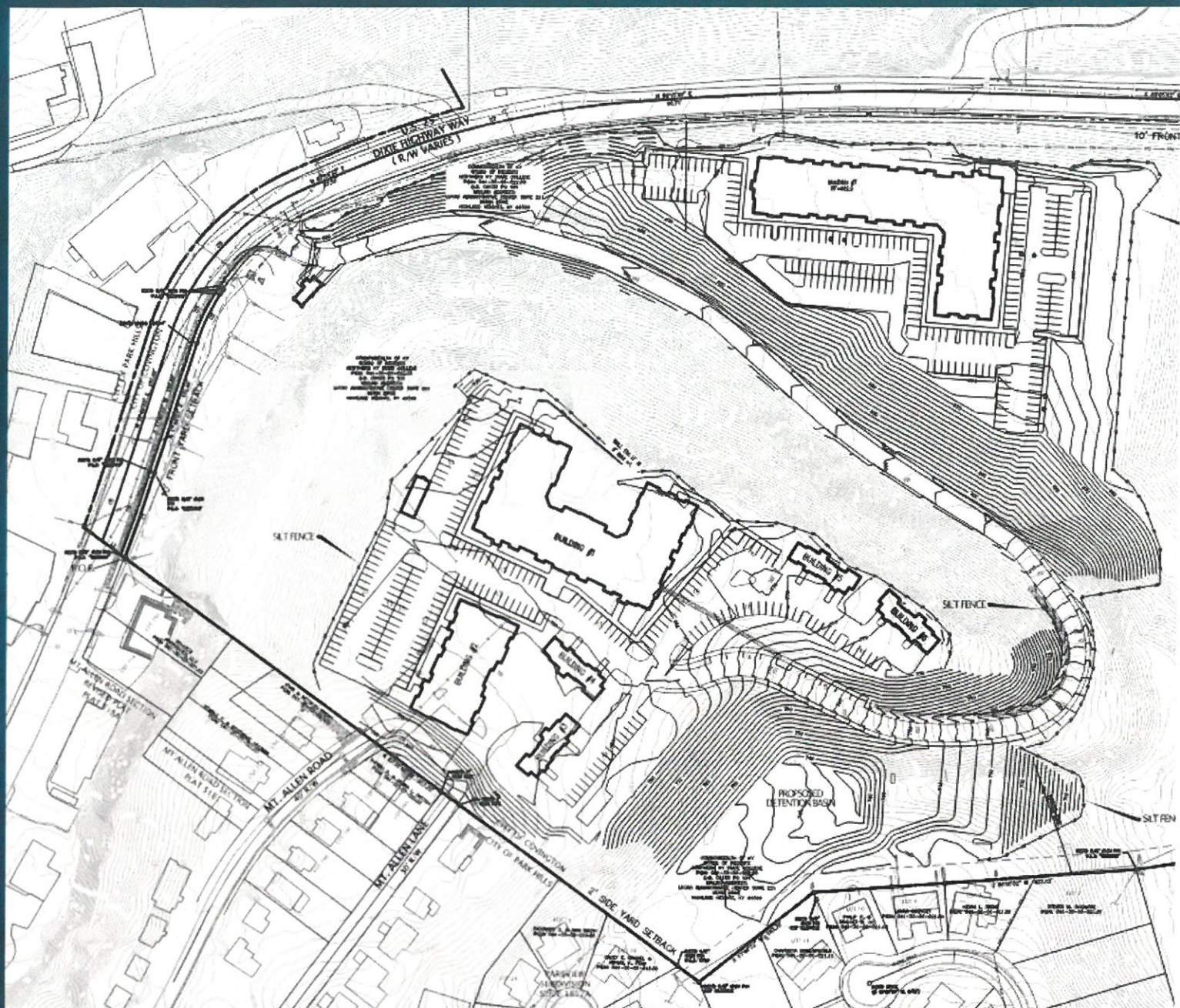

Mayor, Kathy Zembrodt

ATTEST:


City Clerk

Tapestry Ridge

AN ARLINGTON COMMUNITY







EVERGREEN TREES



Eastern Red Cedar, *Juniperus virginiana*



Green Giant Arborvitae, *Thuja plicata x standishii* 'Green Giant'



Virginia Pine, *Pinus virginiana*



Norway Spruce, *Picea abies*

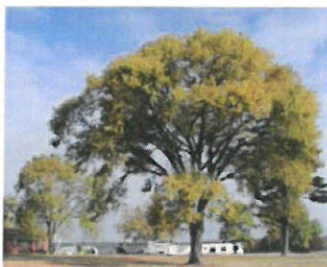
SHADE TREES



Northern Red Oak, *Quercus rubra*



Willow Oak, *Quercus phellos*



Princeton Elm, *Ulmus americana* 'Princeton'



Sugar Maple, *Acer saccharum*

Tapestry Bocage – Baton Rouge, LA

