

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 10, 2020 AT 7:00 P.M. DUE TO COVID-19, THE CITY HELD A VIRTUAL MEETING WHICH STREAMED LIVE THROUGH TBNK WITH MAYOR, KATHY ZEMBRODT PRESIDING.

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

ALSO PRESENT: ATTORNEY, DAN BRAUN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the July 10, 2020 minutes, with amendments, was made by Ms. Froelich; second by Mr. Elkins. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; aye, Mr. Theissen; aye, Mr. Elkins; aye, Ms. Deters; abstained as she was not present at the meeting. Motion carried.

I. Petitioner - None

II. Second Reading; Ordinance No. 4, 2020 establishing the new Rumpke fee was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes

III. Second Reading; Ordinance No. 5, 2020 establishing the 2020-2021 tax rates was read in summary by Attorney Braun.

Mayor Zembrodt introduced Attorney Daniel Braun to Council. She went on to explain the additional revenue brought in by the new Audubon Forest development will yield about \$25,000. She stated it was brought up at the Mayor's meeting that some cities are extending the due date for taxes.

Ms. Spoor motioned to amend Section 4 of the Ordinance for due date extension of ad valorem taxes to October 31st. The penalty of 10% will be assessed on November 1st and 25% on December 1st. Second by Mr. Elkins. Roll call: all ayes

IV. Resolution No. 12, 2020 appointing Dan Braun as city attorney was read by Mayor Zembrodt. Motion to approve Resolution was made by Ms. Spoor; second by Ms. Froelich. Roll call: all ayes

Mr. Braun thanked everyone for this opportunity and looks forward to serving them and the City of Park Hills.

V. Municipal Order No. 2, 2020 re-appointing Robert Sweet to the Board of Adjustment was read by Mayor Zembrodt. Motion to approve Order was made by Mr. Shields; second by Mr. Elkins. Roll call: all ayes

VI. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley stated he would email the summary report to Mayor and Council.

Mr. Elkins asked if any estimates were received for the speed signs. The Chief stated he gave them to the Mayor to review. Mr. Elkins also asked about the stop sign running problem on Wald Ct. that Mr. Theissen brought up previously. Mr. Theissen stated he would get with the Chief on this. He added; two stripes were painted at the stop sign but the problem still exists. Mr. Elkins would like to schedule an Infrastructure meeting to discuss. Mayor Zembrodt stated she would also include an update on the next Caucus agenda.

B. Fire Department – Chief John S. Rigney
Chief Rigney’s monthly report contained the following:

- A total of 45 calls were received during the month of July. The incidents are broken down by type on the Activity report.
- The new Kenton County digital radio system was placed in service on August 5th.
- Park Hills’ crews responded to several fire emergencies in the city; including a potentially life threatening CO incident, as well as an apartment building fire in Ludlow.
- Park Hills F.D. hosted the monthly meeting of the Kenton County Fire Chief’s Association.
- Various training exercises were conducted throughout the month of July at 1144 Breckenridge. The FD would like to “Recognize” and “Thank” Attef and Linda Mikhail for this unique opportunity.

- C. Public Works – Dan VonHandorf
- Greetings Mayor Zembrodt and Council and thanks for another month.
 - Lower Jackson 99% complete; just a few little odds and ends. All of the major items complete. Thanks for everyone’s patience.
 - Amsterdam Valley Rd reconstruction is well on its way; about 1/4th has their curb, gutter, and basic blacktop in (500 in.) The next section down to Montague is being prepared for the same concrete. Should be in by end of Monday and then basic blacktop, then residents of Parkvale and Amsterdam will access from the Montague end and be 2-Way and will have a yellow line in the center.
 - Reminder to all that there are many other big projects going on as well as house demolition and rebuild; a new home on Rose Circle, a lot of tree work, and many smaller projects by residents. So please be aware.
 - Also, the Dixie HWY-Kyle’s Lane is pretty much complete as well.

Mayor Zembrodt stated an estimate was received for the Montague Road repair. Upper Montague is not in as bad of shape so will not be done at this time. Covington will repair their portion of upper Montague and will blend it with Park Hills’ side and restripe. Park Hills will repair Montague from Haven-Gillespie to Amsterdam only.

Ms. Froelich asked when the mill & overlay on upper Jackson will be done. Mayor Zembrodt replied she only knows it should be done by the end of summer along with a small section of Cleveland.

D. City Engineer – Jay Bayer

The written report contained the following:

Projects in design phase:

St. Joseph Lane Sidewalk Project

The city has been pursuing a grant to construct a new sidewalk along St. Joseph Lane. The city has received approval from the state for the design scope and contract. The design work is underway. The NKWD is planning to replace a portion of the water main on the street also at their cost. Hope to bid in the spring.

Projects in construction phase:

Jackson Road Improvement Project

Michels Construction is the contractor for the overall project. The project is primarily complete. An invoice/Pay Request #6 has been provided by the contractor for the work completed to date. A punchlist inspection will be scheduled upon completion. An invoice from the city has been provided to SD1 for their portion of the stormwater infrastructure improvements thru the 50/50 agreement with the city.

Private projects in the city:

Gateway Development (aka Park Pointe)

Utility and earthwork for the project continues. A plat is being prepared by the developer to dedicate the proposed final right of way. Plans for a proposed retaining wall within the development and entrance sign have been submitted and reviewed by the city.

Mr. Shields asked about the St. Joseph sidewalk design and if the city would have to go through the grant process again. Mr. Bayer stated the next step was sent to the state and examples are being sent to keep the project moving. Mayor Zembrodt stated the project needs to be finished in 2021. Mr. Shields just wants to make sure the city will receive all the money to do the project.

E. Treasurer's Report – Julie Alig

Motion to approve the June and July financial reports was made by Ms. Froelich; second by Mr. Theissen.

Ms. Froelich asked about the 20K in the miscellaneous revenue line. Mayor Zembrodt stated it was the 20K settlement from the Berling's to go toward the Audubon mill & overlay. Ms. Alig will look into the Capital Improvement fund and have the accountant update the amended and proposed budget. Ms. Froelich asked about the credit card charge for storage. Mayor Zembrodt stated the items in storage could be moved to the chambers. The clerk will update the Capital Improvement budget and also put the extra EMS payment from last fiscal year into the current fiscal year. Roll call: all eyes

VII. Committee Discussions

A. Mayor Zembrodt reminded everyone to submit their newsletter articles this week.

The Mayor would like to discuss the Financial Oversight and Infrastructure at the next Caucus meeting. She asked these committees to please get their notes together for that. Topics to include: tax structures, Capital Improvement Plan and budget. The meeting will be held virtually.

Mr. Shields would like to meet and discuss the finances before the Caucus meeting.

B. Ms. Froelich stated the Tree Board met with Urban Canopy Works two Saturdays ago to talk about the possibility of establishing a strategic plan for our city's tree canopy. In the meeting we covered topics like creating an awareness campaign about tree maintenance and protections, having access to arborist consultation for a fee, establishing a list of approved tree removal services, and joining in the One Trillion Tree initiative. The Tree Board also spoke briefly about some possibilities of tying into a tree management project with Ft. Mitchell and also thinking about how to reforest Amsterdam valley with the help of the Park Pointe developer. The Tree Board plans to review Urban Canopy's proposal and our current tree ordinances with PDS and Council.

VIII. Delegation Discussions

A. TBNK – Richard Lange

Mr. Lange stated there was not meeting held last month. The next meeting is scheduled for August 19th.

Ms. Spoor asked if Mr. VonHandorf or Mr. Lange could help with low hanging wires. She stated the set on upper Jackson has been raised but the low wires belong to Spectrum and Fiber Optics. Mr. VonHandorf stated they were raised and that Cincinnati Bell is working on the others. Ms. Spoor also inquired about the low wires on Emerson. Mr. VonHandorf stated he would look into tomorrow morning.

B. CEB – David Gray – No report

C. KCPC – Phil Ryan – did not participate in meeting.

IX. Old Business - None

X. New Business

Mayor Zembrodt stated the COVID-19 reimbursement was brought up at the Mayor's Group meeting. She would like to discuss it at the Caucus meeting.

Ms. Froelich asked about credit card capability for vehicle and pet tags. Ms. Spoor stated this would be a good discussion for the financial portion of the Caucus meeting.

Ms. Froelich asked about including the names and some information about the council candidates in the upcoming newsletter. Mayor Zembrodt said the ballot order could be included but didn't want anything political. Ms. Shields does not believe using a city vehicle, such as the newsletter, to get to know the candidates is out of line. Ms. Elkins is concerned that some candidates will not be able to get their information in by the time the newsletter is ready to send. Ms. Froelich suggested using the 2018 article with adjustments. Ms. Spoor thinks bios would be helpful but wants to make sure there is adequate time for everyone to respond.

8:47 Motion to adjourn was made by Mr. Elkins; second by Mr. Shields

Mayor, Kathy Zembrodt

ATTEST:

City Clerk