

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, SEPTEMBER 14, 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 PRESENT IN MR. BRAUN'S ABSENCE, JOHN HAYDEN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the August 10, 2020 minutes, with amendments, was made by Ms. Spoor; second by Ms. Froelich. Roll call: all ayes. Motion to approve the August 24, 2020 minutes, with amendments, was made by Ms. Spoor; second by Ms. Froelich. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; aye, Mr. Theissen; aye, Mr. Elkins; abstain, Ms. Deters; abstain. Mr. Elkins and Ms. Deters were not present at the meeting. Motion carried.

I. Presenter

A. Ms. Margaret Gartner, Public Relations Officer of Notre Dame Academy's Student Council, joined the meeting to share what is happening at the school. She began by saying school has resumed in person as of August 24th. Masks will be required as well as temperature checks every morning and 6 feet of social distancing in the classrooms and cafeteria. Desks will be sanitized after every class. Virtual options are available to students who do not come to school in person.

In lieu of dances, movie night will take place in the school's parking lot on a big screen. Seniors have been paired with 1-2 freshmen to write letters to and check in with them throughout the school year. The chapel is open for Rosary and mass is held on Friday mornings. Back to school mass was shown live via YouTube and spaced throughout the school. Ms. Gartner also reported that the school has a new Chaplain, Father Kunath.

There is intervention and homework help for 30 minutes twice a week.

The students will be performing Macbeth October 2nd through the 4th at Devou Park. Rehearsals will be held outside.

Sports competitions and practices will have limited spectators.

Ms. Spoor thanked Ms. Gartner for an excellent report and encourages further reports.

II. Resolution No. 13, 2020 regarding a text amendment for pervious parking pads was read in summary by Attorney Hayden. Motion to approve Resolution was made by Ms. Spoor; second by Mr. Shields.

Ms. Froelich asked if this comes back to Council or goes to the Board of Adjustment.

Mayor Zembrodt replied, if the city approves, it will go back to PDS. After that, the city can vote on the Ordinance. Roll call: all ayes

III. Executive Order No. 6, 2020 making Cleveland Avenue a non-thru street was read in summary by Mayor Zembrodt.

Mayor Zembrodt explained that the street will remain a thru street for residents but will be removed as such from GPS. Ms. Spoor thanked the Mayor and asked for letters to be sent to residents on, and near, Cleveland to explain the meaning of the Order.

Ms. Froelich asked if the wording should reflect more about the GPS. Her point is not about the necessity as much as it is about the purpose. She believes it has changed to be more about signage than about changing the GPS and finds this a bit surprising. Attorney Hayden explained they have run into this same situation in Newport with some of its narrower streets that show up on GPS that aren't conducive for this type of traffic. He states the wording of this Order should be sufficient. Once everyone is notified, it should resolve the problem as it relates to the GPS. Ms. Froelich asked Mr. Hayden how this process works. Mr. Hayden stated there is a type of 'clearinghouse' that the city can reach out to that deal with these issues. He added; it could take several weeks before it is updated. He also advised the city to ask residents if they continue to see increased traffic. Ms. Spoor added that Google will not change its directional advice without legislation. Ms. Froelich stated she tested the GPS and it did not take her through Cleveland but to other streets such as Sleepy Hollow and Dixie Highway. She asked if Chief Stanley had done a traffic study on Cleveland. Mr. Theissen stated he noticed the speeding and traffic during walks he took on Cleveland several times a week. Mr. Shields has also noticed the same. Mr. Theissen added; it is not fact based but an observation he made. Chief Stanley agreed it was not fact based but strictly on the concerns of the residents and the amount of traffic the police department witnesses periodically. Ms. Spoor also commented that the traffic is excessive and dangerous to pedestrians.

IV. Executive Order No. 7, 2020 making Amsterdam Road 20 mph was read in summary by Mayor Zembrodt. Mr. Shields questioned the wording about the entirety of Amsterdam Road and asked if it could be amended to say the entirety of the road within the City of Park Hills. The attorney will make the change on the Order.

V. Department Reports

A. Police Department – Chief Cody Stanley

Mr. Theissen asked about the stolen car mentioned on the Chief's report. Chief Stanley did confirm that a vehicle was stolen and does not anticipate it being recovered. The keys were left in the vehicle. Chief Stanley stated he could put a notice on the digital sign advising people to not leave keys in their vehicles.

Chief Stanley stated the department passed its re-accreditation program. He also stated that his department will no longer offer fingerprinting as the KY State Police will be opening a place in each county for this.

Mr. Theissen asked if the department planned on picking up packages left on porches again this year. Chief Stanley stated they will.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 24 calls were received during the month of August. The incidents are broken down by type on the Activity report.
- Installation of the new digital radio equipment has been completed in all FD vehicles.
- Crews completed annual safety inspections of both high schools. Chief Rigney stated that, due to COVID-19, they have not been able to do the apartment inspections. He hopes to be able to get to them within a few months. Ms. Spoor asked where residents could purchase carbon monoxide detectors. Chief Rigney replied there is information on the FD's Facebook page.
- Assisted Ludlow FD with a structure fire.

C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
- Big things are happening in Park Hills
- Amsterdam Valley/Park Pointe Project has really taken a new look in the past month. Landscaping is going in, grass is growing, and the sidewalk is being poured from Parkvale up to Hamilton, which is being prepped for the same.
- Upper Jackson has been milled and overlaid. Still a few loose ends on the lower street.
- Fall is just around the corner, and a little reminder that leaves should not be put in the street and that leaf pick up will be offered again this fall.
- Please remember that there are many other projects going on in the city as well.
- And finally, getting a sidewalk repair program started. I am working on the Audubon walk at this time because the adjoining driveway is also being done. Just to clarify, I am working on our walk and the residential contractor is working on the driveway. The resident even had the property surveyed to make sure that we are both on the right side.

Mayor Zembrodt asked about the punchlist on lower Jackson. Mr. VonHandorf replied with COVID and the ending of the season, it could be awhile.

D. City Engineer – Jay Bayer

The written report contained the following:

Projects in design phase:

St. Joseph Lane Sidewalk Project

The first draft of updated design plans have been sent to the state for review and comment. The NKWD is planning to replace a portion of the water main on the street also, which would be at their cost. The water main construction work is tentatively planned for this fall/winter. Ms. Froelich would like to share the process with residents via the website.

Projects in construction phase:

Jackson Road Improvement Project

Michels Construction is the contractor for the overall project. The project is primarily complete. A punchlist walk thru is being scheduled by the city.

Private projects in the city:

Gateway Development (aka Park Pointe)

Paving work for the Amsterdam portion of the project continues. A plat is being prepared by the developer to dedicate the proposed right of way along Amsterdam. The first record plat for the development has been submitted to PDS and the city for review.

Mt. Allen Road Access Easement

The Tapestry Ridge apartment project is being proposed in Covington at the terminus of Mt. Allen Road in the City of Park Hills. Plans have been provided to the city for review in order to modify an existing access easement through the project site. The easement will allow Park Hills residents and staff vehicular access to Mt. Allen Lane and emergency only access to Tapestry Ridge. Review comments are being provided to the developer's engineer and attorney.

Mikhail Residence

Building plans, geotechnical reports and a site plan have been submitted to the city for construction of a new home at 1144 Breckinridge Road. The prior home on that property has been removed. Review comments have been provided by the city to PDS.

E. Treasurer's Report – Julie Alig

Motion to approve the August financial reports was made by Mr. Shields; second by Mr. Theissen. Roll call: Ms. Spoor; aye, Ms. Froelich; nay, Mr. Shields; aye, Mr. Theissen; aye, Mr. Elkins; aye, Ms. Deters; aye Motion carried. Discussion regarding the Restricted Funds took place.

Motion to pay the Municipal Road Aid invoices in the amount of \$14, 74.00 and the Vehicle Fund invoices in the amount of \$630.00 was made by Ms. Froelich; second by Mr. Shields. Roll call: all ayes

VI. Committee Discussions

A. Tree Board

- Ms. Froelich shared that the Plant-A-Tree program information will be added to the city's website.
- The strategic action plan from the Urban Canopy has arrived
- Lower Jackson trees are being planted. Ms. Spoor contributed research and ideas for the tree selection process.
- The last house on Wald Court is being built and the Board wants to make sure the trees are not disturbed. Mayor Zembrod will verify with Drees.

Mr. VonHandorf stated no trees were planted in the grass strip between the sidewalk and street on lower Jackson due to utilities. Ms. Spoor has researched a kind of tree that could be planted there without disturbing the utilities. Ms. Froelich stated an arborist looked and was less concerned about utilities as he was about the longevity of the tree(s).

VII. Old Business - None

VIII. New Business

Ms. Froelich reminded everyone that the Gardens of Park Hills will be the location for in person voting for Park Hills residents.

Ms. Froelich stated she has signed up for the KLC virtual meeting. She asked if anyone else was. Mayor Zembrodt told everyone to let the city clerk know if they were interested in signing up.

8:27 Motion to adjourn was made by Mr. Shields

Mayor, Kathy Zembrodt

ATTEST:

City Clerk