

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, DECEMBER 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, WESLEY DETERS, KEVIN THEISSEN AND STEVE ELKINS
ALSO PRESENT: ATTORNEY, DANIEL BRAUN AND CITY ENGINEER, JAY BAYER AND NEWLY ELECTED COUNCIL MEMBERS, ANTHONY DARIN AND KEVIN DOWNES

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the November 9, 2020 minutes, as amended, was made by Ms. Froelich; second by Mr. Shields. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Shields; aye, Mr. Thiessen; abstained (not present at the meeting), Mr. Elkins; aye, Ms. Deters; aye. Motion carried.

I. Swearing in of Council members by Judge Knochelman.

II. Second Reading; Ordinance No. 6, 2020 regarding Animal Control was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Mr. Elkins; second by Ms. Spoor. Roll call: all ayes

III. Second Reading; Ordinance No. 7, 2020 regarding stop signs on Amsterdam Road was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Mr. Shields; second by Ms. Froelich.

Ms. Spoor asked if a crosswalk would be painted at the crossing from where the new sidewalk ends to Trolley Park. Mayor Zembrodt replied there would. Mr. Shields suggested lighting or placing 'stop ahead' signs until drivers get used to the new signs. Mayor Zembrodt will discuss with Mr. VonHandorf. Mr. VonHandorf prefers the 'stop ahead' and 'yield to pedestrian' signs. Mayor Zembrodt also likes Chief Stanley's idea of putting a hump in front of the new stop sign at Hamilton and Short Arlington until people get used to it.

Roll call: all ayes

IV. First Reading; Ordinance No. 8, 2020 permitting surfacing of new, off street parking facilities was read in summary by Attorney Braun.

V. First Reading; Ordinance No. 9, 2020 regarding pervious parking or grass infiltration systems was read in summary by Attorney Braun. Ordinances No. 8 and No. 9 together will cover all aspects regarding surfacing of new, off street parking facilities and pervious parking.

VI. Municipal Order No. 5, 2020 re-appointing and appointing Tree Board members was read in summary by Attorney Braun. Motion to approve the Order was made by Ms. Froelich; second by Mr. Elkins. Roll call: all ayes

VII. Municipal Order No. 6, 2020 re-appointing and appointing Board of Adjustment members was read in summary by Attorney Braun. Mayor Zembrodt sent out a brief bio of Mr. Thomas Michael. He is a young person with a Master's in Business and believes he will be a good fit.

Ms. Spoor thanked Mr. Meyers for his many years serving on the Board. A thank you to Mr. David Fangman, who wished to not be re-appointed, for his 25 years of service on the Board. Mayor Zembrodt gave a brief description of the BOA's duties.

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

VIII. Municipal Order No. 7, 2020 re-appointing Richard Lange as representative to the TBNK was read in summary by Attorney Braun. Motion to approve Order was made by Mr. Shields; second by Ms. Froelich. Roll call: all ayes
Thank you Mr. Lange for your continued service

IX. Department Reports

A. Police Department – Chief Cody Stanley

Mayor Zembrodt and Ms. Froelich asked about the terroristic threatening in Bromley. Chief Stanley explained it was a threat by someone to hurt someone else. Ms. Froelich also asked if the GPS problem on Cleveland was corrected. Ms. Spoor stated trucks continue to use Cleveland. Chief Stanley stated he has put in a request but with so many GPS services, they would need to contact each one. Ms. Spoor believes the problems has improved since the opening of Amsterdam Road.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 38 calls were received during the month of November. The incidents are broken down by type on the Activity report.
- FD members participated in joint Live Vehicle Fire Training with Ludlow FD.
- Received multiple calls at the station and through county dispatch of Open Burning complaints within the city.
- Crews completed winterization of all fire hydrants.
- PHFD would like to remind all residents to use caution this holiday season with live trees and the use of extension cords for lights. Please see Park Hills FD Facebook page for more information.

Discussion regarding fire pits and open burning took place. There have been complaints from some residents about the smoke from fire pits. The issue of burning was removed from the Nuisance Ordinance so that it would be in compliance with the model Nuisance Ordinance. The Ordinance does mention noxious smoke from fires can be made to be put out. Chief Rigney stated he looked at other cities' Ordinances. Most allow fire pits but

not open burning. Ms. Spoor asked if Chief Rigney could email Council a copy of some of those Ordinances. Ms. Spoor asked Chief Rigney to please look into and direct Council.

C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month. Also, welcome new Council members and a thank you to the outgoing.
- Amsterdam Road is open but use with caution; still a lot of loose ends and workers need to be kept safe.
- The speed limit has been lowered to 20 mph on all of Amsterdam. Stop signs added at Short Arlington/Hamilton and Amsterdam making it a 3 way stop. Parkvale/Park Pointe and Amsterdam is a 4 way stop. A temporary stop sign has also been placed at Hamilton and Short Arlington.
- Leaf pickup was very much appreciated by over 50 residents and was asked to tell Mayor and Council thanks for offering the service.
- Getting ready for snow; will be putting up snow signs this week.
- St. Joseph's water main replacement is getting ready to start mid-January. I'll let Jay give you more info on that. Hopefully, the sidewalk project next; it is much needed.
- Kenton County Public Works will be grinding up the old Christmas trees for us again and like before, just take them to lower Trolley Park.
- Thanks, any questions?

Mayor Zembrodt relayed a thank you from Mr. David Schlothauer for the way the drainage issue was handled near his residence.

D. City Engineer – Jay Bayer

The written report contained the following:

Projects in design phase:

St. Joseph Lane Sidewalk Project

Representatives from the city participated in a virtual meeting with members of the KYTC staff to review the Preliminary Design. The city is updating the plans for resubmittal to KYTC. The NKWD is finalizing the contract with Paul Michels Construction to replace a portion of the water main on the street. A pre-construction meeting was held on 12/10/20 for the water main project. The water main construction work is tentatively planned to begin in mid-January and take about 2 months with restoration to take place 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. A punchlist walk occurred on 9/25/20 and the punchlist was finalized and forwarded to the contractor.

Private projects in the city:

Gateway Development (aka Park Pointe)

The city performed a punchlist walk for the Amsterdam portion of the project on 10/16/20. The report was finalized and forwarded to the developer's engineer and construction manager. 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. The city provided review comments on 10/27/20.

Mr. Shields asked about the progress of the access road from Dixie Highway to the Tapestry Ridge development. Mayor Zembrodt stated she would contact the contractors for a timeline. Mr. VonHandorf stated the mud on Mt. Allen Road is from a residential project taking place on Mt. Allen Lane.

Ms. Spoor inquired about the water main project on St. Joseph Lane. Mr. Bayer stated it will begin from Dixie Highway on the right side and then will finish on the left.

E. Treasurer's Report – Julie Alig

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

The \$150,000 payment owed to the General Fund from the Road Fund will be reflected on next months' report.

Motion to pay the Municipal Road fund invoices in the amount of \$2,365.00 and the Vehicle Fee Fund invoices in the amount of \$2,385.00 was made by Mr. Shields; second by Mr. Elkins. Roll call: all ayes

VII. Committee Discussions – None

VIII. Old Business - None

VIII. New Business

Mayor Zembrodt stated it was asked at the last Mayor's Meeting for cities to pass a Resolution for the Transportation Department on how to pay for the bridge. Senator McDaniel sent note saying they were working on a gas tax as it has not been raised since the early 90's. They are working on developing a flat rate to go towards funding the bridge. The Resolution will be on next months' agenda so the Mayor asked Council to think about until then.

Mayor Zembrodt informed Council that no money has been received yet from the CARES Act that the city applied for. She suggested helping businesses with grants, liquor licenses, etc.

Mayor Zembrodt asked Council members to email her about any committees they would be interested in being on. She thanked Ms. Wesley Deters and Mr. Kevin Theissen for all their time and work. She also thanked Dr. Downes and Mr. Darin for coming in.

She went on to wish everyone a healthy and safe Christmas.

Ms. Froelich mentioned that the next Tree Board meeting will take place virtually on January 7th at 6:30 p.m. A link to the meeting could be sent to anyone else interested in the meeting.

Ms. Froelich also welcomed Dr. Downes and Mr. Darin and recommends they look into attending the KLC's City Official's Academy. Mayor Zembrodt will send the link so that anyone interested can contact the city clerk.

Ms. Froelich reminded everyone about luminary night on December 20th beginning at 5 p.m. Discussion followed regarding the need for street captains to get the word out. Ms. Spoor stated the luminaries were started by Mrs. Millie Fangman and the Avant Gardeners. The tradition of luminaries dates back thousands of years. The luminaries became so popular in Park Hills that it was expanded to include carriage rides and Christmas in the park. She thanked Missy and Paige Catchen and Mr. VonHandorf for their part in decorating the park this year. Ms. Froelich mentioned that Mr. and Mrs. Claus will be cruising around that evening in a convertible to greet residents. Mr. Theissen thanked everyone, including the city clerk, and enjoyed his time on Council. He looks forward to attending a future meeting as a guest.

8:33 Motion to adjourn was made by Mr. Elkins

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

