

THE PARK HILLS CITY COUNCIL HELD A CAUCUS MEETING ON MONDAY, MARCH 22, 2021. DUE TO COVID-19, THE CITY HELD A VIRTUAL MEETING WHICH STREAMED LIVE THROUGH TBNK WITH MAYOR, KATHY ZEMBRODT PRESIDING. COUNCILMEMBERS PRESENT: PAMELA SPOOR, SARAH FROELICH, JOE SHIELDS, STEVE ELKINS, TONY DARIN AND KEVIN DOWNES

Call to Order

Pledge of Allegiance

Roll Call

#### I. Budget Discussion

Mr. Shields asked if Council could receive the current budget alongside the proposed budget for comparison. Mayor Zembrodt will make that available.

Ms. Spoor stated the Financial Oversight Committee will go into more detail regarding the budget at its upcoming meeting on March 29<sup>th</sup>.

Mr. Shields asked if he could get something showing a five year trend of salaries. Mayor Zembrodt gave a 3% across the board raise to employees. She explained that the city saves on pension expense due to the fact that four of the current police officers, including the Chief, are retired and the city no longer has to pay into their pension.

Dr. Downes asked about the overtime trend for the police department over the past 4-5 years. Mayor Zembrodt replied the overtime budget for the police has remained the same the past few years. Dr. Downes would like a break out of scheduled vs unscheduled overtime and asked if anyone is overseeing this. He would also like to know how much time the Chief spends on administrative duties vs patrolling. Mayor Zembrodt will have Chief Stanley explain this in more detail at the next meeting.

The trash contract is out to bid with bids due back on April 8<sup>th</sup>.

Mayor Zembrodt is still waiting to hear back from Ft. Wright regarding the EMS contract which she hopes will remain the same. Mr. Shields asked when the Bromley police contract expires. Mayor Zembrodt stated two years but believes Chief Stanley is looking into a five year contract.

Mayor Zembrodt stated there is money left in the budget from this year for a meeting space for Council. She received a call from Permakil Pest Control who said the city could use their space for meetings. Dr. Downes would like to look into this further when residents are able to begin attending the meetings. Mr. Shields agreed stating he would like to continue meeting virtually until residents are permitted to attend. Mayor Zembrodt let everyone know that we are no longer able to meet at St. Joseph Heights. Any meeting place needs to be within the city, be accessible and have ample parking. Dr. Downes asked if it would be possible to expand behind the Fire Department. He added; if another floor could be added, everything would be consolidated into one building. Mr. Elkins stated an engineer would be needed to see if a second floor could even be supported. Ms. Spoor agreed that it would be a good idea to hire a structural engineer to see what could be done. Mr. Shields asked that everyone explore opinions of others for ideas. Mayor

Zembrodt will also ask Mr. Morris, with the Tapestry Ridge project, if there is a piece of land available on Dixie to construct something. She agreed with Mr. Shields that all should ask around to see what may be available in the city. Mr. Elkins will reach out to a former colleague to perhaps get some numbers together regarding buying vs leasing. Ms. Froelich asked if Council will receive a revised Capital Improvement Plan. Mayor Zembrodt replied Mr. Gary Huff worked on this. The committee would like to fund an additional \$70,000 this coming year and also the year after that. Ms. Spoor added that the committee is dealing with immediate needs and will be discussing the new public works vehicle at the upcoming Financial Oversight meeting. Mayor Zembrodt stated other needs include police cruisers and body cameras. Grants can also be looked into.

Ms. Spoor would like to have a first reading in April to increase the Mayor and Council salaries. This will affect the next administration.

Ms. Spoor also brought up the CARES Act money for employees' extra pay as well as business grants. Mayor Zembrodt stated a Resolution will be made available for the next Business Meeting.

Ms. Froelich asked if the city was still considering helping residents with their utility payments. Mayor Zembrodt stated that since Park Hills' numbers come in under \$50,000, this will not be handled by the city.

Ms. Spoor and Ms. Froelich are looking to add a Historical Preservation article in the newsletter. Mayor Zembrodt would like to have all newsletter articles by the end of March. Dr. Downes suggested an article regarding the use of fire pits and Ms. Spoor would also like to include something about the Audubon conservation land.

Mayor Zembrodt would like to add a bench to the piece of property on Hamilton that belongs to the city.

Ms. Spoor would like to see the sidewalk finished from Arlington Road to Trolley Park. Mr. Elkins will set up an Infrastructure meeting soon.

8:11 Motion to adjourn Caucus Meeting was made by Mr. Shields; second by Mr. Elkins

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Mayor, Kathy Zembrodt

ATTEST:

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City Clerk