

THE PARK HILLS CITY COUNCIL HELD A SPECIAL BUSINESS MEETING ON MONDAY, SEPTEMBER 13, 2021 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, STEVE ELKINS, TONY DARIN AND DR. KEVIN DOWNES.

ALSO PRESENT: CITY ATTORNEY, DANIEL BRAUN

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the August 9, 2021 minutes, as amended, was made by Dr. Downes; second by Ms. Spoor. Roll call: all ayes Mr. Elkins abstained as he was absent for the meeting.

Motion to approve the August 23, 2021 minutes, as amended, was made by Dr. Downes; second by Ms. Froelich. Roll call: all ayes Mr. Shields abstained as he was absent from the meeting.

Mayor Zembrodt began the meeting by addressing a petitioner from the last meeting who felt he was being singled out regarding a project at his home. The letter read by the Mayor is attached to the back of the minutes.

I. Second Reading; Ordinance No. 12, 2021 regarding a zoning text amendment was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Elkins.

Ms. Spoor stated she had two points of concern. After reviewing the updated plans, she would like to know what type of plants will be put in. She would like to see some ornamental trees and shrubs. Her other concern is the 60 ft. pole sign in the plans. She is not in support of a pole sign.

Dr. Downes added he wants to be certain that Dixie Highway embodies the beauty and aesthetics of Park Hills.

Mr. Braun stated this Ordinance pertains to a change in the Zone Code. Other concerns regarding signs and landscaping are separate. This means there would have to be a change in the signage Ordinance. He went on to ask Mr. Mike Duncan what his plans are. Mr. Duncan replied that the sign is not 60 ft. tall but 60 square feet. He added he would agree to limit the sign to whatever is acceptable to the city. Ms. Spoor would like a monument sign. Bobby stated that he hasn't talked with the partners but said a monument sign should be ok. He added that they have not put much thought into the plants but would be happy to go over the final plans with the city. Ms. Spoor thanked them for adding a sidewalk in front of the store to their plans. She would like to agree on a monument sign and discuss the vegetation plans. Bobby is happy to work with the city on the detailed plans. If the city is good with the plans they will move forward; if not, they can make changes.

Discussion followed regarding the look of the storefront in regards to advertisements, signs, lights, etc.

Mr. Shields asked at what point we actually see what it will look like and have input. Mr. Duncan replied that their plans will be submitted to the PDS. He encouraged Council to have delegates in place to be more involved. Bobby added that he is fine with a monument sign.

Roll call: all ayes

Mr. Braun asked for the final plan to be sent to him before it goes to the PDS.

II. Municipal Order No. 12, 2021 appointing two new Tree Board members was read in summary by Attorney Braun. Motion to adopt Order was made by Dr. Downes; second by Ms. Froelich.

Mr. Mike Conway was present to give a little background on the two new members. Jeff is a professor at the University of Cincinnati and has experience in grant writing. Natalie is with the Walt Disney Co. and specializes in communications. She will be handling the Plant-A-Tree program as well as expanding communications within the city. Mr. Conway believes the Board needs to rotate to include new members.

Roll call: all ayes

III. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley's September report contained the following:

Reports: 4 (2 traffic accident)

Citations: 87 (some of the traffic and criminal are on the same citation)

- 2 Warrant Arrests
- 103 Traffic citations (1 DUI Arrests & 97 Federal Grant Citations)
- 3 Criminal Arrest (1 Possession of a Controlled Sub 1st)

City Citations: 5 (3 paid/voided)

Additional:

723 calls for service less 133 Bromley, 87 traffic stops, 293 Vacation/Business/ Special Area Checks, 24 Special Detail we had a total of 93 police related calls.

Call Review:

3 traffic citations on Dixie Highway, 3 on St. Joseph Lane and 1 for a stop sign violation at Amsterdam & Arlington.

Mayor Zembrodtsaid the Chief has his guys on St. Joseph Lane addressing the motorcycle noise and speeding. The perpetrators were talked to and told action would be taken if this continues.

Chief Stanley added the speed hump at Trolley Park is going well. He will monitor cars going around the hump. Dr. Downes asked if police cruisers could be rotated and parked at problem areas. Mr. Shields added that the speeding on Mt. Allen Road is out of control; especially delivery trucks. Chief Stanley stated he could move one of the speed signs there and do a speed study.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 37 calls were received during the month of August. The incidents are broken down by type on the Activity report.
- Updated business contacts and occupational license information.
- Crews from Park Hills, Ft. Wright and Ludlow Fire Departments attended training on football related injuries at Covington Catholic H.S.
- CPR, AED and first aid class conducted for all officers at Park Hills P.D.

Chief Rigney added the NKWD hydrant flow has been delayed for now.

Mayor Zembrodt asked if CPR classes could be given to residents. Chief Rigney said that due to COVID-19, contact with the public is limited.

Ms. Froelich asked the Chief if there have been any updates on open burning legislation. She had a phone call with a resident who told her the fires are still happening next door. She asked if Chief Rigney has been to one of the fires there to see what's going on. Chief Rigney replied he has been there when there was a report of smoke in the area. He added; there was nothing out of the ordinary and that he hasn't had any calls lately. Open burns are still prohibited right now. There is no change to the legislation that he is aware of. Dr. Downes said this sounds like a fire pit issue and there are no restrictions on fire pits. Ms. Froelich responded that it is important to recognize that she doesn't have all the facts here. From speaking with this resident, this is more of a nuisance issue. The residents explained that he and his family felt they couldn't leave their house because of the smoke. Chief Rigney stated he did have calls to the area but did not see any violation of an Ordinance.

C. Public Works – Dan VonHandorf

- Greetings Mayor and Council and thank you for another month.
- Happy to report, very happy, that we were able to make some big improvements in the city this month
- Pot holes/sink holes on Amsterdam from Altavia to Sleepy Hollow. Thanks to the county Judge Executive Knochelman for the use of some equipment and to Mayor Zembrodt for approving the contractor to do the work as quickly as they did. It was long overdue.
- Dennis Finke has been painting street sign posts after we straightened many in need.
- Jack Brown and I have also been freshening up stop bars, crosswalks and No Parking zones; more to be done.
- Fall is quickly coming and so will the leaves. I am getting ready to put together the vacuum and equipment for the season; next will be snow season. Bah Hum Bug!
- Speaking of equipment and snow, I checked this morning and the new truck was starting to be built last Wednesday. Hopefully, will be here soon and then go to the body company to be outfitted.

Mr. VonHandorf added the sidewalk at 1307 Amsterdam Road should be improved by Friday. There were some delays with the concrete company.

The 15 mph signs arrived and will be installed on Cleveland Avenue.

Ms. Spoor asked if there was an update on the Hamilton Road sidewalk. Mayor Zembrodt replied Mr. Bayer was going to have it done this month for Mr. VonHandorf to start working on. Ms. Spoor asked to please follow up; running out of time. Mayor Zembrodt added the St. Joseph Lane sidewalk project is moving along due to the draw requested by the city for the engineer's fees.

D. City Engineer – Jay Bayer

The written report contained the following:

Projects in design phase:

St. Joseph Lane Sidewalk Project

Updated construction plans and Right of Way plans have been provided by the city to KYTC for review and approval. KYTC anticipates approval of the Right of Way Funds by the FHWA (Federal Highway Administration) in May or June. The city submitted a pay request in August as suggested by KYTC to initiate the right of way funding process.

Private projects in the city:

Gateway Development (aka Park Pointe)

The city of Park Hills performed a punchlist walk for the Amsterdam portion of the project on 1/12/2021. The contractors are working thru the items. The city has a bond in place until the punchlist work is completed. A plat is being prepared by the developer to dedicate the proposed right of way along Amsterdam. A scarp, or minor slide, has occurred during the construction of the regional detention basin. The area was restored recently with finish grading and seeding. A topcoat will be put on at the end of September. There is also some landscaping and reseeding to do.

E. Treasurer's Report – Julie Alig

Motion to approve the August financial reports was made by Ms. Froelich; second by Dr. Downes. Roll call: all ayes

Motion to pay the Vehicle Fee fund invoices in the amount of \$566.25 was made by Ms. Spoor; second by Mr. Shields. Roll call: all ayes

Ms. Froelich asked if the Amsterdam and the Cleveland pool projects looked correct to Mr. Bayer. Mayor Zembrodt stated, in regards to the Cleveland pool, that the PDS did a drainage plan and the fencing is done. There is no final on the drainage. As for the Amsterdam Road project, she is not sure.

IV. Committee Discussions

A. Tree Board

Ms. Froelich stated the Board had a walk and talk on Saturday with the Ft. Mitchell Tree Board chair. They are having good communications with other community boards. Mayor Zembrodt reminded Mr. Elkins to set up an infrastructure meeting to discuss sidewalks.

She also wants to schedule a financial oversight meeting to discuss the business tax. Ms. Spoor would like to schedule a meeting in October.

Mayor Zembrodt asked Council to consider an Ordinance regarding the use of golf carts on city streets as there have been reports of kids riding around on them. Chief Stanley

stated the city could pass an Ordinance requiring drivers to be licensed. Mr. Braun said the city would need to pass an Ordinance regarding slow moving vehicles/golf carts. Chief Stanley stated that golf carts are not legal to drive in the city.

B. Code Enforcement Board – David Gray

Mr. Gray stated the Board had 2 Park Hills' items for discussion.

The first was 1008 Amsterdam Road which received its 3rd citation. There were five items listed. The retaining wall could not be addressed because it is not certain if it is on the property. Mr. Gray suggested imposing the maximum but the rest of the board decided to give them 60 days. If the four accessory structures are not repaired, they will be fined \$3,200 and a lien will be put on the property.

The old DenLou (storage facility) is on hold pending its sale.

C. Telecommunications Board of NKY – Dick Lange

Mr. Lange stated the franchise negotiation committee is busy hammering out the franchise agreement with Cincinnati Bell and Spectrum.

On Wednesday, September 22nd, an open meeting will be held at 1840 Simon Kenton Way giving details of the agreement. Cities will be given a model Ordinance that can be modified to fit their needs.

Some interesting documentaries were aired including the 2020 Beechwood High School championship as well as a one on the old Trolley Line. Vintage film was used from private citizens. He added Ms. Spoor was a major contributor to the film and that is was very well done.

V. Old Business - None

VI. New Business

Ms. Spoor asked Mr. Braun to please look into the Ordinance regarding signage. As subject of discussion in tonight's meeting, will we need to make changes? Mr. Braun said he would look at the current Ordinance particularly how it relates to pole signs and footage. Changes will have to go through text amendment, PDS, public hearing, etc. He will also look at illumination, distance from road, pole size, etc.

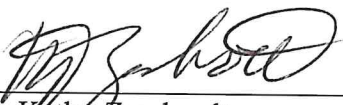
Mr. Braun stated the city used to do an Ordinance for stop signs. Chapter 74, Traffic Schedule, sets out placement of stop signs. If in agreement to have Public Works install stop signs with Council's consent, an Ordinance could be drafted stating such.

Section 71.03 states speed not to exceed 20 mph unless listed. Mr. Braun believes signs can still be posted for speed limits under 20 mph with Council's approval.

Ms. Froelich asked if there has been any progress on finding a new meeting space. Mayor Zembrodtsaid not yet but that she is looking into something on Dixie Highway but probably won't be soon. Mr. Froelich asked if the city could use COVID related funds. The Mayor stated she was not sure. The last round of funds is to be used for infrastructure and cable and internet. The Mayor will be upgrading the phones and internet services with the city.

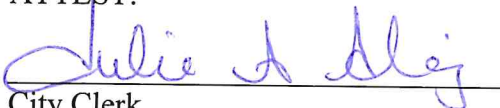
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8:35 Motion to adjourn was made by Dr. Downes; second by Mr. Shields



Mayor, Kathy Lembrodt

ATTEST:



City Clerk

First off I wanted to address the petitioner we had at the last meeting that had felt he was being singled out on his property addition. After reading it over and listening him read it I wanted to speak to his concerns.

Not myself as Mayor nor any council member had threatened nor singled the owners or the project out. What Council and Mayor do for the city as a whole is not retaliatory in anyway, but in fairness and peace. There had been many, many calls to the city and myself as to the trucks, the amount of construction supplies as well as complaints of water run off during the building of the pool and pool house. I did what I would do with any complaints in the city and that is to try to help the situation.

Our city uses PDS for our "one stop shop" and permitting in our city. I had reached out to them to see what I could do to help the matters that I received the complaints on. I asked for a meeting with all parties but was told the builder wasn't available at time. I wrote the owner mentioning the issues and that it was a civil matter, but did say we should be respectful of our neighbors. I didn't get a response from the owner on any of the matters nor did they reach out to discuss. I did hear from his attorney at which time our city attorney answered.

The same process is for anyone building or expanding their property. There was no bias involved. We as elected officials field complaints and try to help when we can.

I am sorry this petitioner felt singled out but I assure you that Council and myself as mayor are in office to keep Budgets in good order, good Infrastructure and for the Safety of the residents. We have a good group working for the city and I want residents to know that.

Thank you

Mayor, Kathy Zembrod