

THE PARK HILLS CITY COUNCIL HELD A SPECIAL BUSINESS MEETING ON MONDAY, DECEMBER 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 AND TONY DARIN

ABSENT: STEVE ELKINS AND DR. KEVIN DOWNES

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

Call to Order

Pledge of Allegiance

Roll Call

Mayor Zembrodt asked to take a moment of silence for the tornado victims of Western Kentucky.

Motion to approve the November 8, 2021, minutes, as amended, was made by Ms. Froelich; second by Ms. Spoor. Roll call: all ayes

I. Second Reading; Ordinance No. 16, 2021 amending the definition of city and the occupational license fee rate was read in summary by Attorney Braun.

Ms. Spoor stated the fee will continue to be monitored. She added; she wants to see businesses thrive and prosper while allowing for the city's future growth.

Mayor Zembrodt stated the rate would be revisited next budget year.

Motion to adopt Ordinance was made by Ms. Spoor; second by Mr. Shields

Roll call: all ayes

II. Municipal Order No. 14, 2021 re-appointing Joe Shields and Steve Elkins as Representative and Alternate Representative to the PDSKC was read in summary by Attorney Braun. Motion to adopt Order was made by Ms. Spoor; second by Ms. Froelich. Roll call: all ayes Mr. Shields abstained from the vote.

III. Municipal Order No. 15, 2021 re-appointing members to the Park Hills' Forestry (Tree) Board was read in summary by Attorney Braun. Motion to adopt Order was made by Ms. Froelich; second by Ms. Spoor. Roll call: all ayes

IV. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley's November report contained the following:

Reports: 7 (4 traffic accident)

Citations: 46 (some of the traffic and criminal are on the same citation)

- 2 Warrant Arrests
- 44 Traffic citations (1 DUI Arrest & 70 Federal Grant Citations)
- 0 Criminal Arrests
- City Citations: 4 (3 paid/voided)

Additional:

678 calls for service less 82 traffic stops, 403 Vacation/Business/ Special Area Checks, 8 Special Detail we had a total of 205 police related calls.

Call Review:

1 traffic citation (DUI) on Dixie Highway, 1 warrant arrest on St. Joseph Lane and 0 on Elberta Circle.

Mr. Shields asked if the PD was doing the porch package pick up again this year. Chief Stanely replied they are.

Chief Stanley stated he emailed out the Amsterdam traffic count. Two speed signs have been put up; one is placed in front of the city building and the other is on Amsterdam near Altavia. Both track northbound traffic. Over 100,000 vehicles pass through per month. The Chief said the study shows the heaviest hours of traffic. The sign in front of the city building showed the busiest times as Monday through Thursday between 7 and 8 a.m. and Fridays from 5 – 6 p.m. The sign near Altavia showed the busiest hours as Monday, Wednesday, and Thursday from 7 – 8 a.m. and Tuesday and Friday from 5 – 6 p.m. The average speed was 23 mph.

After the study is complete, the Mayor would like the speed signs moved to Dixie Highway.

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 November. The incidents are broken down by type on the Activity report.
- FD members performed preventative maintenance on all fire hydrants for the cold weather.
- Forcible entry and ventilation training were conducted jointly with Ludlow FD at the old Park Hills Storage site.
- Crews assisted both Covington Catholic and Notre Dame Schools with the conduction of fire drills.

C. Public Works – Daniel VonHandorf

- Greetings Mayor and Council and thank you for another month which makes 8 years.
- Thanks to the almost 50 residents who used the leaf pick up services. I am going to have to get on the list asap as I would like to finish up next week. It is almost Christmas.
- Speaking of Christmas, Santa Claus heard me talk about the new truck. He said I was bragging about it, and he wants to try it out first so I couldn't tell him no. But seriously though, there is an issue with it and Fuller Ford said its between 2-3 weeks out; maybe sooner.
- Luminary night looked like a big success. Thanks to all who participated.
- Looking forward to putting leaves behind and do some sidewalk leveling and repairs as weather permits (no snow that is).
- Speaking of weather, Michels has milled the end of Emerson from Morgan Ct. back to the cul-de-sac and hoping to get paved asap.

- One more thing, the weather last Tuesday/Wednesday morning caught many of us by surprise. Along with the side effects of the COVID 19 booster shot, it made for a challenging 24 hours.

Ms. Spoor asked if Emerson Road was going to be paved this year. Mayor Zembrodt stated it should be done this week, weather permitting.

Ms. Froelich asked about the snow plowing if Mr. VonHandorf is sick. The Mayor replied we have an alternate.

D. City Engineer – Jay Bayer

Projects in design phase:

St. Joseph Lane Sidewalk Project

Construction plans, right of way plans, easements exhibits, and title reports have been provided by the city to KYTC for review and approval. KYTC is finalizing the easement approvals with the property owners. KYTC to complete review of the plans upon finalizing the easements.

Mr. Bayer thanked Mr. Braun for providing the property checklist. Mr. Bayer will be approaching property owners and finalizing the plan.

Hamilton and Arlington Sidewalk Project

The City of Park Hills is proposing a new sidewalk to be designed and constructed along Hamilton Road and North Arlington Road from Trolley Park to Old State Road. Bayer Becker has started the field surveying. The goal is to start construction in the spring.

Private projects in the city:

Gateway Development (aka Park Pointe)

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. Mayor Zembrodt stated it could be spring as they are lacking laborers. She added that there was another application for a home on the Park Hills side of the property which makes about 8 so far. Mr. VonHandorf will plow the road leading up to Park Pointe. The access road will also be done in the spring.

Ms. Froelich asked which side of the street the Hamilton/Arlington sidewalk will be on. Mr. Bayer stated it will be on the right side going up the hill.

E. Treasurer's Report – Julie Alig

Mayor Zembrodt stated she had a discussion with Mr. Froelich regarding the restricted fund owing money back to the general fund. She explained that this was set up by the CPA who does the city's monthly reconciliation.

Ms. Spoor stated she was impressed that all the departments are under 50% on their expenditures. The PDS consulting fee is over the 50%, but the legal work is still only 20% expended.

Ms. Froelich thanked all the departments on their work this year and to Ms. Alig for answering her questions every month. She would like to ask the auditor to make sure this accounts receivable amount is being done in a way that makes the most sense for us

moving forward. Mayor Zembrodt hopes the auditor will be able to give their presentation at the January meeting. Council will be free to ask questions.

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

Motion to pay the Vehicle Fee fund invoices in the amount of \$873.75 was made by Mr. Shields; second by Mr. Darin. Roll call: all ayes

V. Committee Discussions

A. TBNK – Dick Lange

Mr. Lange stated the board will meet this Wednesday, December 15th to vote on the nominations for their officers for the upcoming year. They will also be voting on approving the slated candidates for the Community Programming Centers' Board of Advisors.

B. Joint Code Enforcement Board – David Gray

Mr. Gray stated there were three items for Park Hills at last Thursday's meeting.

- 1159 Morgan Court initially appealed two citations. They did not show up for the meeting, so they were fined \$400.00 for each of the two violations.
- 519 St. Joseph Lane did not appeal their citation for high weeds and grass. They were fined \$100.00.
- 1008 Amsterdam Road has run out of time to get their five items fixed even after having an extra 30 days to do so. They were fined \$400.00 for each of the five violations.

VI. Old Business – None

VII. New Business

Mayor Zembrodt said a speaker was at the last Mayor's Group meeting that she would like to invite to an upcoming meeting, perhaps in January. It's a Healing Community Study. Park Hills' Brooke Hiltz is a community coordinator who came to speak about the NIH. She talked about sober living, Narcan and helping the addicted population. Mayor Zembrodt stated that we have sober living properties in our area. Ms. Hiltz explained that it is important to keep in touch with the owners of these properties and be familiar with them as they are businesses within the city. The residents of the facilities have rules and are expected to be good tenants and neighbors. Mayor Zembrodt stated she would reach out to these owners. She also added that they have training for the Police and Fire Departments.

Mayor Zembrodt stated she didn't have time to discuss the apps that we talked about at the last meeting.

Ms. Spoor thanked the Civic Association and the Police Department for last night's luminary night in the city. She added that the city looked beautiful.

Ms. Debbie Newton mentioned that there are subcontractors doing tree trimming for Cincinnati Bell fiber optics. They are arborists and know what they are doing. Some residents are not happy with the look of the trees, but it will enable them to run a lot of fiber to homes.

Mr. Darin asked to give an update on the city's health insurance. It read as follows: The Northern Kentucky Public Entity Health Joint Health Insurance plan has been in existence since 2014. It is a joint self-funded pool sponsored by fourteen Northern Kentucky governmental entities. The pool currently offers six health plan designs and two pharmacy plan options. The majority of its members are on an all-copay plan design (no deductibles or coinsurance). The pool has direct contracts with several local hospital systems, including St. Elizabeth, Tri-Health, Christ, and Cincinnati Children's. Member entities have a choice of whether to participate in the pool's wellness program and whether to require spouses who have employer-sponsored coverage to enroll in that coverage. Entities who participate in these two programs receive reduced premiums. Twelve of the fourteen entities participate in the wellness program, and five have implemented the working spouse rule.

The plan's trend over the last five years has been 3.8%, well below national trend (which was almost 7% in 2021). At the end of the plan's last fiscal year, the pool had reserves of just over \$2 million, which were sufficient enough to prompt the Board to keep premiums flat for this fiscal year. The 2020-2021 plan year saw lower than normal utilization, largely because of the lack of high claimant activity and lower than normal utilization of elective services because of the COVID-19 pandemic. Utilization in the current plan year shows signs of returning to pre-pandemic levels, which the Board anticipated and factored into its decision regarding current year premiums.

Mayor Zembrodt believes this is a good plan and if premiums get out of hand, we could shop individually with another carrier.

Ms. Froelich asked if there was a Z21 report. Mayor Zembrodt replied that they are trying to schedule a meeting in January.

7:56 Motion to adjourn meeting was made by Mr. Shields.

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

