

THE PARK HILLS CITY COUNCIL HELD A SPECIAL BUSINESS MEETING ON MONDAY, JANUARY 10, 2022, 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 AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the December 13, 2021, minutes was made by Dr. Downes; second by Ms. Spoor. Roll call: Ms. Spoor; aye, Ms. Froelich; aye, Mr. Elkins; abstain (absent from meeting), Mr. Shields; aye, Mr. Darin; aye, Dr. Downes; abstain (absent from meeting)
Motion carried

I. Executive Order appointing Council members to standing committees was read in Summary by Attorney Braun.

II. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley's December report contained the following:

Reports: 6 (2 traffic accident)

Citations: 38 (some of the traffic and criminal are on the same citation)

- 2 Warrant Arrests
- 36 Traffic citations (1 DUI Arrest & 31 Federal Grant Citations)
- 0 Criminal Arrests

City Citations: 4 (2 paid/voided)

Additional:

750 calls for service less 73 traffic stops, 387 Vacation/Business/ Special Area Checks, 25 Special Detail we had a total of 265 police related calls.

We did not receive one complaint of a package being stolen this holiday season.

Call Review:

4 traffic citations (1 DUI) and 1 warrant arrest on Dixie Highway, 1 warrant arrest on Elberta Circle.

Discussion turned to the traffic study on S. Arlington and Amsterdam Roads. S. Arlington had over 18,000 vehicles during the month of December. The average speed was 21 mph; the maximum speed was 40 mph. The average speed on Amsterdam was 22 mph. Mr. Darin asked Chief Stanley if he thought the average speed seemed reasonable. The Chief replied he is pleased with the study. There were no accidents reported. The number of vehicles on Amsterdam for the month was 54,280 and 32,992 near Altavia. Ms. Spoor would like to compare these numbers with the Dixie Highway numbers. Chief Stanley stated he would look into getting them. Discussion followed regarding traffic volume.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 30 calls were received during the month of November. The incidents are broken down by type on the Activity report.
- Crew assisted Ludlow FD with a vehicle/garage fire in Bromley.
- New phone lines and equipment installed throughout FD building.
- Annual PM service completed on all major pump and motor equipment.
- Happy and prosperous New Year to Mayor and all of Council.

Dr. Downes asked what precautions the FD was taking regarding COVID. Chief Rigney replied that they carry PPE and if someone is suspected of having COVID, they will let the ambulance personnel go in first unless it is an emergency, and then will limit the amount of people going in. The majority of personnel in the FD are vaccinated.

Ms. Froelich asked if the new fire truck was ready. Chief Rigney replied that it is being upfitted and painted. Some of the equipment needed is 2 to 3 months out.

C. Public Works – Daniel VonHandorf

- Greetings Mayor and Council and thank you for another month which makes 8 years.
- I am very happy to report that Santa Claus tried out the new truck and said it's very nice and well planned out and should last many years and delivered it to us for Christmas. Thanks Santa.
- With that in mind, I'd like to declare our 1999 F350 surplus and put it on Municibid (I believe it is) starting the 24th of January which gives me some time to clean it out and get ready to auction off; or however we decide to handle it.
- We are officially in the snow season. I'll be putting up the signs asap and taking the leaf signs down.
- Michels Construction was able to finally get the paving at the end of Emerson done. Not the best timing, but many reasons to blame for that.

Mr. Braun will get an Order together to declare the old Public Works truck surplus. Mr. VonHandorf believes the city could get around \$4,000 to \$5,000 for it.

D. City Engineer – Jay Bayer

Projects in design phase:

St. Joseph Lane Sidewalk Project

Bayer Becker had an update call with KYTC on 1/7/2022. KYTC is finalizing their review and will provide comments shortly to the city. Next steps will then include any plan changes, approval of specifications, finalizing the cost estimate and right of way to bid the project, hopefully in the spring.

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.

Dr. Downes asked Mr. Braun if there was any update on the grotto. Mr. Braun replied that he has received a proposal from their attorney with regard to a settlement as opposed to continuing the briefing schedule. They went through a mediation session and their attorney went back to his clients and indicated to them what it would take to settle. Mr. Braun thought the terms were reasonable. After hearing nothing further, Mr. Braun prepared and agreed order to that extent. Last week, he received an email from the attorney telling him his clients were being uncooperative and wouldn't agree to the terms at this time. They may have to go back to the briefing schedule. Right now, it looks like it's going back into litigation. Mr. Braun has correspondence with Fr. Shawn so that they are also being kept in the loop.

Mr. Bayer will put together a cost estimate for the Hamilton Road sidewalk as Ms. Spoor would like to pencil in a number for the upcoming budget meeting.

Ms. Froelich asked if everything on the city's end was finished regarding the St. Joseph Lane sidewalk. Mayor Zembrodt stated it is and that we are waiting on one more right of way. Mr. Bayer stated they are doing everything they can to keep the project moving along. Ms. Froelich asked that we be mindful about not completing the Hamilton/Arlington sidewalk before St. Joseph. Ms. Spoor stated the St. Joseph Lane sidewalk would have been finished more than a year ago if we weren't burdened by the grant process.

Dr. Downes asked if there was any update on the liquor store. The Mayor replied she hasn't heard anything from the PDS. Dr. Downes stated the city needs to be included in the design plan. Ms. Spoor suggested arranging a zoom meeting with Mr. Duncan to discuss. Mr. Bayer stated the typical process would be submitting plans through the PDS unless there is a steep hillside. They may be able to accomplish all their permitting through the PDS and not need any from the city. Dr. Downes asked if the hillside is stable. Mayor Zembrodt replied that the hillside has been discussed with the developer, PDS, the engineers and business owners below. Ms. Spoor believes responsibility would fall to the property owner. Mr. Braun stated that is correct and added that a zoom meeting with Mr. Duncan would be nice so that they may also discuss water drainage. Ms. Spoor invited Mr. Braun to participate in the meeting.

E. Treasurer's Report – Julie Alig

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

Motion to pay the Vehicle Fee fund invoices in the amount of \$2,965.00 was made by Dr. Downes; second by Mr. Shields. Roll call: all ayes

III. Committee Discussions

A. Financial Oversight - Pam Spoor

Ms. Spoor would like to schedule a meeting the first week of February. She would like to begin the budget and look into increasing the Mayor's salary. She stated that two years ago, the city replaced half of the fence near Trolley Park and would like to replace the other half in this upcoming budget out of the parks budget.

Also, with respect to Audubon preserve, Tanner Yess and Micah Johnson from Ground Works, have completed the invasive plant removal which Duke Energy gave us a grant for. They ground up and mulched the honeysuckle and laid it on pathways. She would like them to add a little footbridge over the creek to allow for a walking loop. She will send the estimate as soon as she receives it.

B. Tree Board - Sarah Froelich

Ms. Froelich was not in attendance at the meeting but relayed some notes from the Tree Board Chair, Mike Conway. He wants to call attention to all the exciting stuff on the Tree Board's website. There is one item on the homepage he would like to highlight called Just One Tree. It encourages all residents to plant a tree in their yard. Other parts of the program include: The Plant-A-Tree program, sapling program, a discount program with Baeten's Nursery and tree tips. Also, an "Arboretum on Wheels" is coming this spring. More information will be made available.

IV. Old Business

Mayor Zembrodt stated she will be meeting this week with the county to gather more information on the Amsterdam Road grant.

V. New Business

Ms. Spoor, along with Mr. Elkins and Mr. Conway, are looking to improve the city's entryways. They would like to replace the decrepit signs with new stone signs. They were originally going to start with the Amsterdam/Sleepy Hollow intersection, but Mr. Elkins stated that the new Amsterdam Road project may change that intersection so they will wait on that to happen first. They will look into another, perhaps by NDA and the bus stop.

Mr. Elkins will get back to those on the Infrastructure Committee to schedule the rest of the city tour.

Mr. Shields would like to get the businesses involved in the entry signs as well by perhaps having them chip in.

Ms. Spoor stated that an old "King Kwik" sign was found in the brush near NDA. Mr. Shields would be interested in seeing it.

7:58 Motion to adjourn meeting was made by Mr. Shields; second by Mr. Darin.

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

