

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JUNE 13, 2022, AT THE GARDENS OF PARK HILLS, 1622 DIXIE HIGHWAY, WITH MAYOR, KATHY ZEMBRODT PRESIDING.
COUNCILMEMBERS PRESENT: SARAH FROELICH, DR. KEVIN DOWNES, TONY DARIN, PAM SPOOR AND STEVE ELKINS
ABSENT: JOE SHIELDS
ALSO PRESENT: CITY ATTORNEY, DANIEL BRAUN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the May 9, 2022, minutes was made by Ms. Spoor; seconded by Dr. Downes. Roll call: Ms. Froelich; aye, Dr. Downes; aye, Mr. Darin; abstain, Ms. Spoor; aye, Mr. Elkins; abstain
Motion carried

I. Motion to approve an event permit from Our Lady of Lourdes for a procession on June 19th was made by Dr. Downes; second by Ms. Spoor. Roll call: all ayes

II. Second Reading; Ordinance 4, 2022 amending the 2021-2022 budget was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Spoor; second by Dr. Downes. Roll call: all ayes

III. Second Reading; Ordinance No. 5, 2022 proposing the 2022-2023 budget was read in summary by Attorney Braun.
Ms. Froelich asked if there was enough money budgeted for sidewalks. Mayor Zembrodt stated that she budgeted what we had left to use and that the 40% match for the St. Joseph Lane sidewalk has already been met. Ms. Froelich also asked if the city can use the Municipal Road Aid for sidewalk projects if it is not in conjunction with a road project. The Mayor stated that she would address this.
Ms. Froelich stated she has not seen a contract for a School Resource Officer (SRO) but that it is included in the budget. The Mayor replied that there is a contract in the works using the same officer. If the numbers change, the budget can be amended later. Ms. Froelich would like the contract state that all SRO expenses are to be paid by the school. Ms. Spoor asked if the \$1,500 in the Vehicle Fund will be enough to cover the cost of replacing the light on Breckenridge. The Mayor replied it shouldn't cost too much.
Roll call: all ayes

IV. First Reading; Ordinance No. 6, 2022 setting the trash/recycling collection charge for the fiscal year 2022-2023 was read by Attorney Braun.

V. First Reading; Ordinance No. 7, 2022 setting the 2022-2023 tax rate was read in summary by Attorney Braun.
Ms. Froelich asked if we have reviewed the compensating rate. Ms. Alig replied we usually get our assessment numbers in July.

VI. Municipal Order No. 4, 2022 authorizing submission of an application to PDS for a text amendment concerning off street parking regulations was read in summary by Attorney Braun.

Mayor Zembrodt stated that the change will be made in the Z21 plan, but we were asked to make the change sooner as to not hold up the liquor store project on Dixie Highway. The original plan called for 45 parking spaces which are not needed. The amendment will reduce the number of parking spaces to 22. This will make for a bigger store and more space for landscaping.

Motion to adopt Order was made by Ms. Spoor; second by Mr. Elkins. Roll call: all ayes

VII. Municipal Order No. 5, 2022 appointing Aaron Mears to full time police officer was read in summary by Attorney Braun. Chief Stanley stated that Officer Jeffrey Hagedorn will be going from full time to part time (need by need basis) and that he would like to appoint Mr. Mears to the full-time open position. Mr. Mears is retired from Covington with 20 years in the Crime Bureau. He was also with the Strike Task Force and Chief Stanley believes him to be competent and knowledgeable.

Motion to adopt Order was made by Dr. Downes; second by Mr. Darin

Chief Stanley stated there is no conflict of interest. He believes that by Officer Hagedorn going part time, Mr. Mears' hire will help reduce overtime costs. The Chief does not anticipate any problems for him to be able to start on July 1st.

Roll call: all ayes

VIII. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley's May report contained the following:

Reports: 4

Citations: 119 (some of the traffic and criminal are on the same citation)

- 2 Warrant Arrests
- 10 Traffic citations (107 Federal Grant Citations)
- 0 Criminal Arrests

City Citations: 2 (1 paid/voided)

Additional:

908 calls for service less 160 traffic stops, 455 Vacation/Business/ Special Area Checks, 43 Special Detail we had a total of 250 police related calls.

Traffic study on South Arlington: avg speed 21.04, # vehicles 18,162, max speed 30, 85% speed 24, 50% speed 20.

Call Review:

- 7 citations; (5 traffic and 2 warrant arrest) on Dixie Highway.
- 0 citation on Elberta Circle and St. Joseph.

Chief Stanley stated the traffic count on Amsterdam (near Altavia) for the month of May was 36,769 with an average speed of 22 mph. 85% speed 28.

The traffic count on Amsterdam near the city building was 66,200 with an average speed of 22 mph. 85% speed 26.

Dr. Downes inquired about the 23 incidents of fraud on the report. Chief Stanley stated the word fraud is used loosely. The department receives a call from dispatch for credit card fraud, etc.

Ms. Froelich asked if a speed study could monitor Terrace. The Chief stated the device could be moved from Altavia/Amsterdam. Discussion followed regarding traffic volume and speed.

Ms. Froelich mentioned that Mr. Shields had asked about monitoring Dixie Highway. Mayor Zembrodt said she would reach out to the county to see if they had a counter we could use.

Ms. Froelich stated that at her work, there was a presentation regarding people on the spectrum and she asked if our police officers receive training for people with autism. The Chief replied there is a 40-hour class by the state which his officers take. The department also receives videos for the officers to watch. Dr. Downes added that it can sometimes be difficult to tell a special needs person from someone using drugs.

Ms. Froelich asked if the police department trains for active shooters. The Chief replied they do have ongoing training. They do training simulation at Covington Catholic High School.

B. Fire Department – Chief John S. Rigney
Chief Rigney's monthly report contained the following:

- A total of 31 calls were received during the month of May. The incidents are broken down by type on the Activity report.
- Crews continued pump and equipment training on new Engine 601 throughout the month of May.
- Annual NFPA service testing on all FD ladders was completed.
- Annual safety inspections of all business and apartment buildings will begin in June.
- FD daytime personnel will continue with the re-painting of several hydrants in the coming weeks.

Mayor Zembrodt asked the Chief to please send the fire hydrant color codes again. She also asked if the department was going to conduct CPR training. Chief Rigney replied they are working with the City of Ft. Wright to try to get something together. He mentioned that the Red Cross is also a good resource.

Ms. Froelich saw on FB that Park Hills assisted with a large fire. Chief Rigney stated that there was a fire in Ft. Wright. This was the first time the new truck has been used for a fire.

Ms. Spoor asked if our department would be the first responder to emergencies at Tapestry Ridge. The Chief replied that he has been talking with Covington; they are doing training and pre-planning. Chief Rigney stated that both departments would probably show up for an emergency.

C. Public Works – Daniel VonHandorf

- Greetings Mayor and Council and thank you for another month.
- Thanks to everyone who supported and enjoyed the parade and flag raising ceremony. It was great to be back in person; we received a lot of compliments and even received a postcard from an anonymous Southgate resident thanking us for doing a great job. I just have to say, all of our veterans deserve the Thank You.
- With that being said, it's back to the regular chores. Grass alone is the big one; last month was the fifth wettest May on record.

- I'm getting ready to do some paint striping. I plan to pick up where we need it most. I am also replacing signs and adding some that are needed.
- I am planning to get with Mr. Bayer and get some plans together for the mid-Hamilton sidewalk. I just want to apologize for the slow progress on that. Between the weather, the parade and switching from the old truck to the new one, it's been pretty crazy.
- Speaking of the new truck, the UK Transportation Cabinet sent a crew up here on Friday, June 3rd to do a video of the new truck and how I built it to work best for us. Just a quick FYI, I can switch the bed on it for salt spreading and brine at the same time if needed or another bed able to spread 400 gallons of brine with better visibility. The one on there now is a fully custom-built utility bed on the driver's side and flat bed dump on the passenger's side. Custom built by the 3 dorfs, my son Nick, grandson Reid and me. One more tid bit on this; it has been entered into the national contest.

D. City Engineer – Jay Bayer

Projects in design phase:

St. Joseph Lane Sidewalk Project

In an email dated 6/10/22, KYTC District 6 is finalizing their review. KYTC estimates 2 weeks after these approvals for approval of construction. It will be bid for 2 ways.

Hamilton and Arlington Sidewalk Project

The Public Works Director and City Engineer are finalizing the plans and details. A proposed walk will be constructed along Hamilton Road by city staff in the first phase.

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.

Ms. Spoor stated that Mr. Mike Conway sent her an email regarding the city's entry way signs. She went on to say they are in poor condition. She wants to start near NDA with a new stone sign and wondered if there are any issues with the right-of-way. Mr. Bayer replied that utilities will need to be marked and a local encroachment permit may be required by District 6. Mr. VonHandorf also mentioned the 'call before you dig'.

Mr. Elkins will mark where the sign is to be installed and discuss at the next Infrastructure meeting. Ms. Spoor also mentioned that there are some old metal poles that need to be taken out. She would also like to see lighting on the new signs.

Ms. Froelich asked if we would be working with a designer for a drawing. Ms. Spoor replied they would, but only for the sign. Since there is no water source there, there will be no landscaping design.

Mr. Elkins added that his neighbors, Jeff and Amy, do a wonderful job with the landscaping at the Arlington and Dixie Highway entrance. Ms. Spoor asked if anyone would be willing to take care of the planter at St. James and Dixie.

Once Mr. Bayer gets a sketch of the sign, he will check out the utilities. Ms. Spoor would like to use real stones for the signs.

Ms. Froelich noticed that there was a call about an extension for the St. Joseph sidewalk project. Mayor Zembrodt stated she took care of it.

8:14 Ms. Spoor left the meeting

E. Treasurer's Report – Julie Alig

Motion to approve the May financial reports was made by Ms. Froelich; seconded by Dr. Downes.

Ms. Froelich stated that in ending the fiscal year, she would like to see the Road Tax Fund pay back the General Fund and account differently. She added that she spoke with John Chamberlin, the city's auditor, and he stated it was a matter of opinion.

Ms. Froelich asked what the \$99,962.00 was budgeted for in the Road Tax Fund but never spent. The city clerk replied it was originally to be used to pay back the General Fund but was never done. Roll call: all ayes

Motion to pay the Vehicle Fund invoices in the amount of \$2,552.50 was made by Ms. Froelich; seconded by Dr. Downes. Roll call: all ayes

IX. Committee Discussions

A. Parks and Beautification

Mr. Darin stated that he, along with Mr. VonHandorf, completed the Audubon Preserve trail. Dr. Downes also helped with the 2nd round. The sign marking the preserve needs to be put up.

Ms. Froelich asked if any committee meeting dates have been set yet as people are getting excited to join committees. Mayor Zembrodt replied she will put out a request to the committees to set up their meetings.

B. TBNK - Dick Lange

Mr. Lange stated that the Board received their annual audit report, and everything is in order. The next meeting is scheduled for Wednesday, July 20th.

Ms. Froelich asked the city clerk to make sure the Tree Board members are correct on the city's website.

X. Old Business

XI. New Business

8:31 Motion to adjourn meeting was made by Mr. Elkins; seconded by Dr. Downes

Mayor, Kathy Zembrodt

ATTEST:

City Clerk

