

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, SEPTEMBER 12, 2022, AT 7:00 P.M. AT THE GARDENS OF PARK HILLS, 1622 DIXIE HIGHWAY, WITH MAYOR, KATHY ZEMBRODT PRESIDING.  
COUNCILMEMBERS PRESENT: DR. KEVIN DOWNES, TONY DARIN, PAM SPOOR, JOE SHIELDS AND STEVE ELKINS  
ABSENT: SARAH FROELICH  
ALSO PRESENT: CITY ATTORNEY, DANIEL BRAUN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the August 8, 2022, minutes was made by Ms. Spoor; seconded by Dr. Downes. Roll call: all ayes

I. First Reading; Ordinance No. 10, 2022 authorizing the operation of golf carts within the city was read in summary by Attorney Braun. Motion to table Ordinance until further discussion was made by Ms. Spoor; seconded by Dr. Downes. Roll call: all ayes

II. Municipal Order No. 8, 2022 authorizing the Mayor to execute a Memorandum of Understanding with Covington Catholic High School (CCH) concerning the appointment of a School Resource Officer (SRO) was read in summary by Attorney Braun. Motion to approve Order was made Dr. Downes; second by Mr. Elkins.

Chief Stanely stated that in terms of the contract, CCH will pay the officer's salary while Park Hills will cover the cost of the cruiser, uniform and training. SRO's are not mandated by the state for private schools. The SRO will visit other schools once or twice a week to do safety analyses. Dr. Downes asked if the SRO would be using the Park Hills cruiser to go to these schools. Chief Stanley replied he would. Chief Stanley added that the SRO will require one week of training per year. Some of the schools he will be visiting are St. Agnes in Ft. Wright, three or four in Campbell County and some in Boone County. The Chief believes it will be less than 500 miles per year for these visits and will address the cost if it becomes a concern. Ms. Spoor is proud that Park Hills has stepped up in keeping kids safe in our city. Dr. Downes still had concerns about how Park Hills' car and gas will benefit other schools outside our city.

Roll call: all ayes

III. Municipal Order No. 9, 2022 authorizing the Mayor to make application and enter into agreement with the KY Office of Homeland Security (KOHS) was read in summary by Attorney Braun. The Mayor stated that this is to apply for a grant for the police department's bullet proof vests. Chief Stanley added that the grant would give up to \$600 per vest and that four are needed.

Motion to approve Order was made by Mr. Shields; second by Dr. Downes. Roll call: all ayes

IV. Municipal Order No. 10, 2022 regarding a text amendment, was read in summary

by Attorney Braun. Mayor Zembrodt explained that the new liquor store needs to be shifted to avoid the hillside. It will take the setback from 15' down to 7'. Motion to approve Order was made by Mr. Shields; seconded by Dr. Downes. Roll call: all ayes

V. St. Joseph Lane sidewalk bid.

The low bid came in from TMS Construction. The bid to do the first half of the street came in at \$219,660; the grant is for \$246,000 which the city needs to match 20%. If the bid is approved to do the entire street, the cost comes in at \$360,000. Mayor Zembrodt stated she talked to the state who said they could grant another \$96,000 for the alternate bid which means the city would need to come up with another \$24,000 match. After discussion regarding the bid approval, Mr. Braun suggested approving the bid as submitted based upon approval by the state. Motion to approve the bid as submitted based on approval by the state was made by Mr. Shields; seconded by Mr. Spoor. Roll call: all ayes

VI. Department Reports

A. Police Department – Chief Cody Stanley

**Chief Stanley's August report contained the following:**

Reports: 5

Citations: 165 (some of the traffic and criminal are on the same citation)

- 0 Warrant Arrests (175)
- 1055 Traffic citations (1 DUI & 103 Federal Grant Citations)
- 1 Criminal Arrests

City Citations: 3 (2 paid/voided)

Additional:

726 calls for service less 140 traffic stops, 262 Vacation/Business/ Special Area Checks, 57 Special Detail we had a total of 267 police related calls.

Traffic study on South Arlington: avg speed 20.98, # vehicles 19,966, max speed 42, 85% speed 24, 50% speed 20.

Call Review:

- 0 citations on Dixie Highway.
- 0 citation on Elberta Circle and St. Joseph.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 28 calls were received during the month of August. The incidents are broken down by type on the Activity report.
- PHFD and FWFD assisted with reviewing the Emergency Action Plans for sporting events at Covington Catholic and Notre Dame Academy. Classes were held for coaches and staff from both schools.
- The majority of annual fire inspections have been completed, and crews will be switching over to fall flushing and maintenance of all fire hydrants.
- All members of PHFD would like to wish good luck and success to Lt. Mark Guttridge who recently left the department to pursue a career at the Des Moines, Iowa FD.

C. Public Works – Daniel VonHandorf

- Greetings Mayor Zembrodt and Council and thank you for another month.
- Happy to report that Duke Energy has installed the new decorative light and replaced the old wooden pole. The wires are underground and with the landscaping that was added by a resident and the recent mill & overlay, it looks very nice up there on Breckenridge now.
- While I'm talking about Breckenridge, I met with a couple of fellas from Covington about the connecting walk to the Devou walking path. They are trying to help us out as most know there are many groups involved to be able to do that; I am not giving up.
- I was able to get 9 big truckloads of dirt from Park Pointe to spread over a lot of rock and clay on North Hamilton Mountain, as I call it, and will throw some grass seed and straw on it this week. The plie that is still there is a temporary guard rail type mound until a decision is made on what to put there permanently.
- I was asked about the hayride for Halloween. As of now, it is being scheduled for October 22<sup>nd</sup> from 3 - 5. As I find out more, I'll pass it along. Mr. VonHandorf stated that Ms. Liz St. Onge is taking the lead on the parade but was unable to attend tonight's meeting.
- Fall is just about here and I am planning to do the leaf pickup again this year but, because of higher fuel prices, we needed to raise the fees to \$48 for a single pickup and \$90 for the season.

D. City Engineer – Jay Bayer

**Projects in design phase:**

**St. Joseph Lane Sidewalk Project**

The city received and opened two bids for the project on September 1, 2022 at 2:00 p.m. at the city building. The bids were provided by TMS Construction and Riegler Blacktop. The low bid was by TMS Construction. See attached bid tabulation. The bids will be presented to council at the 9/12/22 council meeting for consideration.

**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 commented on the landscaping plan for the Tapestry Ridge project at the end of Mt. Allen Road. She doesn't see any room for the plan to be put in place. Mr. Bayer stated that he hasn't talked with them. Mayor Zembrodt stated that she was told by them that they would accomplish what they said they would do. She also wants to let the contractor and developer know that the road needs repaving. Ms. Spoor asked for Mr. Bayer to please look at the area.

E. Treasurer's Report – Julie Alig

Mayor Zembrodt stated that she talked to the bank regarding putting some of the city's reserve money into a CD. She will follow up with them tomorrow. Ms. Spoor reminded Council that \$785,000 in that fund is dedicated to the Amsterdam project and the match for the sidewalk grant.

Motion to accept the August report was made by Ms. Spoor; seconded by Dr. Downes.  
Roll call: all ayes

Motion to approve the payment of the Vehicle Fee invoices in the amount of \$202.50 was made by Mr. Shields; seconded by Dr. Downes. Roll call: all ayes

## VII. Committee Discussions

### A. Joint Code Enforcement Board – David Gray

Mr. Gray stated that at the August meeting, 1414 Sleepy Hollow Road was issued a 4<sup>th</sup> citation and fined \$400. Mayor Zembrodt stated that she would get together with Mr. Braun to discuss some of these properties. Mr. VonHandorf stated, as a courtesy to the neighbors of 1414 Sleepy Hollow, he could cut the grass and weeds. Mayor Zembrodt agreed and said a lien would be put on the property to include Mr. VonHandorf's time. Mr. Gray stated that the property on Morgan Court has until the October meeting to comply with their issues.

### B. Infrastructure – Steve Elkins

The committee discussed attending the Vision Zero meetings for ideas. Mr. Elkins also stated that they have had several requests for speed humps on St. James Avenue. Mr. VonHandorf put paint marks between 814 and 816 and between 834 and 836 where he believes the humps should be put. Mayor Zembrodt sent out speed hump policies for Council to look over. Mr. Shields is not comfortable with residents having to petition for the humps; at least not have that as the only way. He would like to get a subcommittee together to further discuss.

Mr. Elkins stated they also talked about the city's entrance signs. Ms. Spoor added that Mr. Conway has 3 designs to discuss. She stated he was unable to attend tonight's meeting. Ms. Spoor then addressed Mr. VonHandorf regarding speed humps. She reaffirmed that a sign is needed for every speed hump installed. She then asked if the humps will be taken up for snow plowing. Mr. VonHandorf replied it makes plowing much easier if they are removed.

Mr. VonHandorf stated that he spoke with the foreman at the end of Mt. Allen Road today and was assured by him that everything will be taken care of.

Mr. Shields would like to schedule the Economic Development committee meeting for Thursday, September 29<sup>th</sup> at 7 pm at the city building. He hopes to meet in person but will still consider virtual.

### C. Parks, Beautification & Recreation – Tony Darin

Mr. Darin stated the committee met on Wednesday, September 7<sup>th</sup> with Ms. Spoor, Dr. Downes, Jessica Marvin and himself in attendance.

The committee approved the August 3<sup>rd</sup> minutes.

Covington Catholic students are willing to provide the labor for the Audubon Preserve to obtain community service hours. Mr. Darin added that several trees were dropped and

there are still several that need to be. They will go ahead with the planting at the end of September or beginning of October. They will plant the trees committed to them by the Tree Board which are in inventory at Baeten's Nursery. They will plant 8 to 12 trees. Ms. Spoor does not have an update, or estimates, on the Preserve's foot bridge. She did say that tulips have been purchased for Trolley Park and will be planted during the first week of November. The community garden will be replanted soon for fall crops. There was also discussion of getting another spring rider for the playground; perhaps a horse.

#### VIII. Old Business

##### IX. New Business

Ms. Spoor remembers asking Duke to come to a past meeting to address the power outages the city was experiencing. She would like to ask Verizon to attend a future meeting. She is concerned that residents are paying full price for a service that does not work. They need to find a place to put a tower. Mayor Zembrodt will contact someone from Verizon to present at a meeting.

Before ending the meeting, Ms. Spoor asked to present from the Historic Preservation Committee. She passed around a bond issue the City of Park Hills undertook in 1943 for \$6,000 to purchase a new fire truck. It was paid off in 7 years. A resident sued the city for the purchase stating it diminished his property value, he ended up losing the case. The bond was given to her by a friend who works at a bank. She believes it is the same truck kept in the fire department today. It was taken out at the Security Bank in Covington. At that time, the city was required to publish the bond on phone poles. The three locations were the pole at the Amsterdam/Park Drive intersection, the Hamilton/Arlington intersection, and the pole at the waiting station at the end of Altavia. There used to be a trolley station there called the Ft. Mitchell Trolley Line. The document will be kept in a bookcase in the clerk's office with other historical items.

8:14 Motion to adjourn meeting was made by Dr. Downes; seconded by Mr. Elkins

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Mayor, Kathy Zembrodt

ATTEST:

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City Clerk

