

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 13, 2023, AT 7:00 P.M. AT THE GARDENS OF PARK HILLS, 1622 DIXIE HIGHWAY, WITH MAYOR, KATHY ZEMBRODT PRESIDING. COUNCILMEMBERS PRESENT: MONTY O'HARA, DR. JOE DAUGHERTY, SARAH FROELICH, PAM SPOOR, JOE SHIELDS, AND STEVE ELKINS ALSO PRESENT: CITY ATTORNEY, DANIEL BRAUN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the January 9, 2023 minutes, with changes, was made by Ms. Spoor; seconded by Dr. Daugherty. Roll call: all ayes.

Motion to approve the January 23, 2023 minutes was made by Mr. Shields; second by Mr. Elkins. Roll call: all ayes.

I. Mr. John Chamberlin, Chamberlin Owen and Co., Inc., was present at the meeting to present the city's 2021-2022 financial audit.

Mr. Chamberlin answered a few questions from the Council. The audit, in its entirety, can be viewed on the city's website.

## II. Petitioners:

David and Jasmine Costas, along with their attorney, Kim Vocke, were present at the meeting regarding their encroachment permit application. The Costas' would like an answer from Council as to whether they are approved, or not, to install a parking pad in front of their property. After discussion regarding the plat, Mr. Elkins recommended to not approve. Mr. O'Hara felt that the Costas' didn't receive a 'fair shake' and that they were never given a clear answer as to what they were supposed to do. Mayor Zembrodt recounted the Costas' process.

Mr. Costas brought up the painting of the curb in front of the stop sign. He asked why it was 30' when the city only requires 20'. Mayor Zembrodt explained that the city is trying to keep residents safe and that the state's requirement is 30'.

Discussion regarding other parking pads in the city, and how they came to be, took place. Ms. Froelich believes if Council allows this pad, they are saying it is ok for the whole street. She would like to see Council come up with creative ways to solve these types of parking issues. Ms. Spoor agreed and wondered if the stop sign could be moved to create more parking space in front of the Costas' house. Chief Stanley said moving the stop sign forward would put it into the intersection. Ms. Spoor would like to look into ways to help the Costas such as moving the stop sign or shortening the line in front of the stop sign.

Motion to deny the application for an encroachment permit to construct a parking pad pursuant to the specifications therein for the property in front of 1140 Audubon Road was made by Mr. Elkins; seconded by Ms. Spoor. Roll call: Mr. O'Hara; nay, Dr. Daugherty; aye, Ms. Froelich; aye, Ms. Spoor; aye, Mr. Shields; aye, Mr. Elkins; aye. Motion carried.

III. First Reading; Ordinance No. 1, 2023 changing the frequency of the Mayor's pay was read in summary by Attorney Braun.

IV. First Reading; Ordinance No. 2, 2023 changing the frequency of the Council's pay was read in summary by Attorney Braun.

V. Resolution No. 1, 2023 opposing KY Legislative SB 50 and HB 50 was read in summary by Attorney Braun. Motion to accept Resolution was made by Ms. Froelich; seconded by Dr. Daugherty. Roll call: all ayes.

VI. Resolution No. 2, 2023 supporting KY Legislative HB1 was read in summary by Attorney Braun. Motion to table Resolution was made by Ms. Spoor; seconded by Mr. Elkins. Roll call: all ayes

VII. Motion to accept TMS bid of \$247,351 for the construction of the St. Joseph Lane sidewalk was made by Ms. Froelich; seconded by Mr. Shields. Roll call: all ayes.

VIII. Department Reports

A. City Engineer – Jay Bayer

**Projects in design phase:**

St. Joseph Lane Sidewalk Project

The City of Park Hills held a bid opening on 2/9/2023 for the base portion of the project only, Dixie Highway to Elberta Circle. Attached is a tabulation of the two bids received. TMS Construction has the lowest bid at \$247,351.00. Upon review and possible approval by City Council, the bids and supporting information will be provided to KYTC approval and authorization for city to proceed.

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. Froelich commented on the state of the emergency entrance for the Park Pointe development at the end of Old State. Right now, there is just a piece of wood blocking the entrance. The Mayor said she spoke with Mr. Zeltwanger and he stated the gate would be finished this spring.

B. Police Department – Chief Cody Stanley

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

Reports: 9

Citations:

- 2 Warrant Arrests
- 39 Traffic citations (38 Federal Grant Citations)
- 3 arrests (2 criminal & 1 traffic)

City Citations: 0

Additional:

651 calls for service less 63 traffic stops, 348 Vacation/Business/ Special Area Checks, 44 Special Detail we had a total of 196 police related calls.

Traffic study on South Arlington: avg speed 21.05, # vehicles 15,606, max speed n/a, 85% speed 24, 50% speed 20.

Call Review:

- 2 citations (1 arrest) & 1 report on Dixie Highway.
- 2 citations on St. Joseph.

C. Fire Department – Chief John S. Rigney

Chief Rigney commented on the explosion heard and reported on. After investigation, it was determined that kids were setting off very loud fireworks. No damage was done.

Chief Rigney's monthly report contained the following:

- A total of 36 calls were received during the month of January. The incidents are broken down by type on the Activity report.
- PHFD members attended a joint preplanning walk-thru of the Tapestry Ridge properties with Ft. Wright and Covington's F. D's. They will have emergency access to the property at the end of Mt. Allen Road.
- Fire drill and re-inspection conducted at Notre Dame Academy.
- All PHFD members conducted inventory of PPE, working equipment, and annual SCBA Fit testing.

D. Public Works – Daniel VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
  - Fortunately, little to no snow year with some very mild temperatures. I am working on some spring type projects. I have many street signs, speed limit and no parking signs to put up.
  - With spring comes park clean up and prep for the Memorial Day Parade, and as always, the parade committee needs everyone's support.
  - Happy to report we had the St. Joseph Lane sidewalk bid opening last week and I'll let Jay add to that great news; it's coming soon...yay, finally.
- Mr. VonHandorf thanked Council for approving the St. Joseph Lane sidewalk bid.

E. Treasurer's Report – Julie Alig

Due to a problem with the financial accounting software, Quick Books, the January financials were not able to be presented this month. Ms. Alig will provide both the January and February financials at the March Business meeting.

Motion to approve the Vehicle Fee invoice in the amount of \$5,156.21 was made by Ms. Froelich; seconded by Ms. Spoor. Roll call: all ayes.

IX. Committee Discussions

A. TBNK

Mr. Lange did not have a report this evening. The Mayor did report that Mr. Lange was elected as treasurer of the board.

B. Insurance report – Tony Darin

Mayor Zembrodt gave an update from Mr. Darin regarding the January 20<sup>th</sup> MedBen meeting. The cost of plans has gone down by 8% over the past year. Claims, emergency room and urgent care visits went down. Office and preventative maintenance visits were up. The Mayor is hoping to get a good estimate this year for renewal. A three-year contract was renewed with St. Elizabeth. The next meeting is scheduled for March 24<sup>th</sup>.

C. Infrastructure – Joe Shields

The committee met last week. Mr. Shields stated they discussed the St. Joseph Lane sidewalk, Amsterdam Road project and the Sleepy Hollow/Amsterdam intersection. The Amsterdam project is still awaiting funding. He wants residents to know that this project is not being ignored. It is important for the city to receive funding from OKI for about a 70% match.

Discussion regarding the Brent Spence Bridge project. Mr. Shields will meet with a KYTC representative. The project will be approached with a Progressive Design Build which would have the traffic maintenance and the incident management plans done by the time the project goes to bid. A build team will be selected in late June/early July. The committee also discussed the road maintenance list and how to pay for future projects.

D. Economic Development – Sarah Froelich

Ms. Froelich stated the committee met with Mr. Josh Wise with PDSKC. They did a recap of the 2009 Dixie Highway study. Even though it is an older study, they believe it can still be a great resource and help Park Hills with local efforts. The next meeting is scheduled for Tuesday, February 28<sup>th</sup>.

X. Old Business - None

XI. New Business – None

8: 45 Motion to enter into executive session pursuant to KRS Section 61.810(1)(b) with meeting to adjourn as no action will be taken after session was made by Ms. Spoor; seconded by Dr. Daugherty. Roll call: all ayes.

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Mayor, Kathy Zembrodt

ATTEST:

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City Clerk