

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 8, 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 AND JOE SHIELDS
ABSENT: 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 April 10, 2023 minutes was made by Ms. Spoor; seconded by Mr. Shields. Roll call: all ayes.

Motion to approve the April 24, 2023 minutes was made by Mr. Shields; seconded by Ms. Spoor. Roll call: all ayes.

I. Second Reading; Ordinance No. 3, 2023 repealing Sections of the Code of Ordinances regarding motor vehicle licensing was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Froelich; seconded by Ms. Spoor. Roll call: all ayes

II. Second Reading: Ordinance No. 4, 2023 amending Code of Ordinances regarding stopping, standing, or parking prohibited in specified areas was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Spoor; seconded by Mr. Shields. Roll call: all ayes

III. First Reading; Ordinance No. 5, 2023 amending the 2022-2023 budget was read in summary by Attorney Braun.

IV. First Reading; Ordinance No. 6, 2023 proposed 2023-2024 budget was read in summary by Attorney Braun. Discussion took place regarding a new mower for Public Works, anticipated new building renovations and signage and the renewal of the EMS contract.

V. Municipal Order No. 8, 2023 authorizing the Mayor to purchase the real property located at 1502 Dixie Highway was read in summary by Attorney Braun. Motion to approve the Order was made by Ms. Spoor; seconded by Mr. Shields. Roll call: all ayes

VI. Municipal Order No. 9, 2023 acknowledging the designation of various roads as either part or excluded from the city road system was read in summary by Attorney Braun. Since there were discrepancies in the Order, a motion to table until the next meeting was made by Ms. Spoor; seconded by Ms. Froelich. Roll call: all ayes

VII. Municipal Order No. 10, 2023 re-appointing Cathleen Matchinga and Mark Koenig to the Board of Adjustment was read by Attorney Braun. Motion to approve the

Order was made by Ms. Spoor; seconded by Dr. Daugherty. Roll call: Mr. O'Hara; aye, Dr. Daugherty; aye, Ms. Froelich; nay, Ms. Spoor; aye, Mr. Shields; aye. Motion carried.

VIII. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley said the new officer, Dan Hampton, will start tomorrow. He is a retired officer from Ft. Wright and has 20+ years of experience.

Mayor Zembrodts stated she and Chief Stanley discussed purchasing a new rolling speed sign. This would make it much easier to move from location to location. The cost is around \$4,900. Ms. Spoor likes the idea as it helps with street planning. Mr. Shields likes the speed data but feels the vehicle count is more important. Ms. Froelich would like to understand how we will use data as it applies to the changes made by the bridge construction, etc.

Chief Stanley's April report contained the following:

Reports: 3

Citations:

- 1 Warrant Arrest
- 65 Traffic citations (58 Federal Grant Citations)
- 0 Criminal Arrests

City Citations: 5 (3 paid)

Additional:

846 calls for service less 110 traffic stops, 478 Vacation/Business/ Special Area Checks, 35 Special Detail we had a total of 223 police related calls.

Traffic study on South Arlington was attached to the back of the report

Call Review:

- 3 citations & 0 report on Dixie Highway.
- 1 citation & 1 report on St. Joseph Lane

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 April. The incidents are broken down by type on the Activity report.
- Crews have been busy flushing hydrants; all residential areas are completed.
- PHFD hosted the April meeting of the Kenton County Fire Chief's Association.
- PHFD & Ft. Wright crews participated in a mock training exercise at Notre Dame Academy as part of the Heart Safe School program.
- Reminder of the annual countywide Burn Ban from May 1st to September 31st.

C. Engineering – Jay Bayer

Projects in design phase:

St. Joseph Lane Sidewalk Project

TMS Construction began work on the project mid-April. The inspection work is being provided by Terracon and Bayer Becker. The contractor's goal is to complete the project by mid-June based on weather.

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. Mr. Bayer stated that he finished the survey for the new entry sign at NDA. Ms. Froelich inquired about its design. Ms. Spoor responded that she is hoping to get something from Mr. Conway. The Mayor added that the sign will be stone with a 'Park Hills' look. NDA would also like the sign to have wording on it mentioning their championships. Ms. Spoor stated that a Parks meeting will be held in June to discuss further. Ms. Froelich believes that it is important for Council to see and approve. Ms. Froelich also asked when the gate would go up off of Old State to the new Park Pointe development. The Mayor stated that she has reached out to Mr. Zeltwanger to get this done.

D. Public Works – Dan VonHandorf

Mr. VonHandorf was absent from the meeting. His report contained the following:

- Greetings Mayor Zembrodt and Council and thanks for another month.
- Thanks to all who volunteered to help with the city wide clean up. I'll call it a big success, with the realignment of Amsterdam and the improvements on Dixie, people are taking better care of the litter around town. The trash cans from Trolley Park and the highway are being cleaned and painted and will be returned asap.
- The St. Joseph sidewalk is moving along well, I just talked to the contractor today and they are due back in a week. They will restart at the highway end and work up 5 to 6 driveways as well as some on the other end at Elberta Circle and work forward toward highway.
- And to the Memorial Day Parade; it's only a few weeks away. I think it's safe to say most people are glad to be getting back to normal (live).

E. Treasurer's Report – Julie Alig

Motion to accept the treasurer's report was made by Ms. Froelich; seconded by Ms. Spoor. Roll call: all ayes

IX. Committee Discussions

A. Financial Oversight – Pam Spoor

Ms. Spoor asked that the future meetings be moved to 7:00 p.m.

The committee approved the purchase of the new building using general fund cash. They also approved removing the vehicle fee tax. They discussed OpenGov and recommended not to renew it.

B. Infrastructure – Joe Shields

Mr. Shields stated that the committee met on April 13th and went over project expenditures. They will start gathering data on long term projects and getting money back in the budget as the road loan gets paid off.

Mayor Zembrodt is getting estimates together for a mill & overlay of Amsterdam.

C. Parks – Pam Spoor

The committee met on April 19th and reviewed preparations for the Memorial Day Parade. She is hoping to do some planting this week; weather permitting. Would also like to clean up, mulch, etc.

A spring animal will be added to the playground area. Mayor Zembrodt stated that a snail springy ride has been ordered but will take up to 30 weeks to arrive. Ms. Spoor added that she would like the city to reserve some money each year for playground equipment. Dr. Daugherty suggested using the space behind the new building at 1502 Dixie Highway as a community garden that residents could purchase for use.

Ms. Spoor said she is working hard to keep the park low maintenance. She added that volunteers are diminishing. Discussion followed regarding volunteer recruitment and a community garden.

D. Economic Development & Business – Sarah Froelich

Ms. Froelich stated the committee met on April 25th and reviewed the character standards provided by the PDS and then brought them to Z21 working group. The committee agreed with adding some character standards for the commercial district. The next meeting is scheduled for Tuesday, May 23rd at 6 p.m. in the council chambers.

X. Old Business

XI. New Business

Motion to strike OpenGov from next years' budget was made by Mr. Shields; seconded by Ms. Froelich. All ayes

8: 23 Motion to adjourn made by Mr. Shields; seconded by Dr. Daugherty.

Mayor, Kathy Zembrodt

ATTEST:

City Clerk