

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JANUARY 8, 2024, 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 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 December 11, 2023, minutes, with changes, was made by Mr. O'Hara; seconded by Ms. Spoor. Roll call: all ayes.

I. Presenter

A. John Chamberlin, Chamberlin Owen & Company, was present at the meeting to review the 2022-2023 annual audit.

Mr. Chamberlin thanked Ms. Alig and Amanda for their work in preparing for the audit. Amanda works for Bramel & Ackley as Park Hills' accountant.

Mr. Chamberlin went over the graphs and portions of the audited financials. To view the entire audit, visit the city's website at parkhillsky.net.

One of the issues that arose was the number of uncashed checks. Mr. Chamberlin advised Ms. Alig to contact Amanda for these to write off or send to the KY Dept. of Revenue's unclaimed funds. Mr. Chamberlin was pleased to see the city have at least 3 months of operating cash on hand. He then went over the pension liability based on contributions.

II. Municipal Order No. 1, 2024; Agreement with the KY Public Employees Deferred Compensation Authority regarding the KY 457 and 401(K) Deferred Compensation Plans was read in summary by Attorney Braun. Motion to approve the Order was made by Ms. Froelich; seconded by Mr. Elkins. Discussion followed. Ms. Spoor referred to Section 1 which states that a copy of the Plans and related Trusts are available upon request. She asked that it be requested and would also like to see it made available to part-time employees.

Roll call: Mr. O'Hara; aye, Dr. Daugherty; abstain, Ms. Froelich; aye, Ms. Spoor; aye, Mr. Elkins; aye. Motion carried.

III. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley's report contained the following:

Reports: 8

Citations:

- 1 Warrant Arrest
- 11 Traffic citations (4 Federal Grant Citations)
- 1 Criminal Arrest

City Citations: 5 (1 paid)

Additional:

453 calls for service less; 40 traffic stops, 272 Vacation/Business/ Special Area Checks, 18 Special Detail we had a total of 181 police related calls.

A traffic study on South Arlington: Not available

Call Review:

- 3 reports on Elberta Circle.
- 1 warrant arrest on St. Joseph Lane.
- 3 traffic citations on Dixie Highway

Ms. Spoor stated that she would also like to see the SB count on Dixie Highway. The Mayor stated that she has purchased a traffic counter that she can put down. Discussion followed of the best locations and times to place the counter.

Ms. Froelich appreciated the year-end report and went over the top 7 calls for the department.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 49 calls were received during the month of December. The incidents are broken down by type on the Activity report.
- All FD fire extinguishers received annual service.
- Fall maintenance of hydrants competed.
- Follow-ups conducted on remaining inspections.
- Received information on availability of new pickup utility truck to replace 2006 unit.

Ms. Froelich asked if medical emergencies were directed to Ft. Wright. Chief Rigney explained that Park Hills' also responds to all EMT calls along with the Ft. Wright ambulance.

B. Public Works – Dan VonHandorf

Greetings Mayor Zembrodt and Council and thanks for another month. It's hard to believe that we are almost mid-January and no snow yet!

• Wont' be long and spring will be here and with that comes the Memorial Day parade. I mention that now because the Grand Marshall is always the tough one for us to get lines up, so if anybody can make recommendations to the parade committee, thanks.

• I finished up the leaves the other week with 37 residents who paid \$48 and 17 who paid \$90 for well over \$3,000. I am happy with that, helping 54 residents out. After all, we are a tree city, and the Tree Board is trying to help by having the tree giveaway.

• The Christmas tree drop off is at the lower end of Trolley Park. Thanks to Kenton County Public Works for taking care of that for us.

• The new sign at the city limit on Dixie Highway is coming along fine. Between the holidays and weather, it's all good and the stonework looks great.

Dr. Daugherty suggested a new entrance sign on Dixie Highway as you go southbound. It was suggested to have the Economic Development & Business committee look into.

D. Engineering – Jay Bayer

Private projects in the city:

Gateway Development (aka Park Pointe)

The city has a bond in place until the punchlist work is completed. With the long delay in completing this task, a new inspection and punchlist is suggested before the bond is released. A plat is to be prepared by the developer to dedicate the proposed right of way along Amsterdam.

Mr. Bayer stated that he spoke with Jackie regarding the St. Joseph Lane sidewalk reimbursement. The information that was originally sent needs some organization. Mr. Bayer stated he would take care of it and resend it.

Mayor Zembrodts stated that the access gate for the Park Pointe property has been ordered. Ms. Froelich would like to see the updated sign design.

Discussion turned to the crushed water line on lower Jackson. Ms. Spoor believes it was from SD1 activity. Mr. Bayer stated that the Mayor has been following up with this and believes it may be a contractor's issue.

E. Treasurer's Report – Julie Alig

Motion to accept the financial statements was made by Ms. Froelich; seconded by Ms. Spoor. Roll call: all ayes.

Roll call: all ayes.

IV. Committee Discussions

A. TBNK – Dick Lange

Mr. Lange stated that Mr. Tim Broering sent out an email today regarding the Charter Franchise renewal agreement which has been completed. He will deliver the agreement to the cities this week. At the last meeting, the TBNK officers and the community programming advisory committee nominations were made. The Master Control Operator has been working on a project for Discover Northern KY program. They will be interviewing notable Northern KY personalities for a multi episode documentary. TBNK has also been getting some new equipment to update their studio to an entirely HD format thanks in large to Operations Director, James Morelock. The next TBNK meeting will be held on Wednesday, February 21st.

B. Joint Code Enforcement Board – David Gray

Mr. Gray stated that the committee will meet on Thursday. The Szechuan Gardens was cited for a second time for protective treatment. They are appealing this one. They are usually given 30-60 days to remedy before the fine is doubled. Mr. Gray asked the Mayor if it was ok to give them the 60 days. She replied that it is.

Ms. Spoor encouraged Council to look at pages 16-17 of the KY City Magazine. There is an article with a summary of the KLC legislative agenda. On the agenda is newspaper publications. Modernized publication laws to permit cities of all sizes to only publish advertisements and post full documents on their website. This could save the city a lot of money.

Ms. Spoor let Council know that there have been some changes to the KY Historic Preservation funding system. Ms. Spoor and Ms. Froelich would like to add this informative article to the next newsletter and add it to the city's website. This could be

beneficial to the resident on Jackson Road whose home burned. Ms. Froelich stated that there could be a significant refund after full approval but there is a process to it. Ms. Froelich stated that the Financial Oversight committee meetings will now follow the Economic Development & Business meetings going forward. The next Infrastructure committee meeting will be held Thursday at noon.

The Mayor stated that she is still working with Rumpke on the number of units collected. Discussion regarding the city's investment took place. Mayor Zembrodt wants to make sure that any investment the city makes is secure.

V. Old Business

Ms. Froelich asked about the Amsterdam Road project timeline. Mayor Zembrodt stated that she is meeting with OKI in early February and should have more information after that. Ms. Froelich asked about a mill and overlay in the meantime. Mayor Zembrodt would like to meet with OKI before making any decisions. Ms. Spoor would like to see Chief Stanley involved with traffic control once the project begins.

8:37 Motion to adjourn from Business Meeting made by Mr. Elkins; seconded by Ms. Spoor.

Mayor, Kathy Zembrodt

ATTEST:

City Clerk