

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, AUGUST 8, 2022, AT 7:00 P.M. 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, 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 July 11, 2022, minutes was made by Ms. Spoor; seconded by Dr. Downes. Roll call: Ms. Froelich; aye, Dr. Downes; aye, Mr. Darin; aye, Ms. Spoor; aye, Mr. Shields; aye, Mr. Elkins; abstain  
Motion carried

I. Second Reading; Ordinance 7, 2022 setting the 2022 tax rate was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Spoor; second by Dr. Downes. Roll call: all ayes  
Ms. Froelich asked about the compensating rate. Mayor Zembrodt replied that the value of property increased but not as much as last year. The compensating rate is .214%. Ms. Spoor added that the city's revenue is growing nicely without a tax increase.  
Ms. Froelich mentioned that the city has had the same tax rate for 11 years which was as far back as she could find. She asked when this rate was first passed. Ms. Spoor replied it was passed in 2010 and that around 2012 the road tax rate was reduced. Mr. Braun added that a 4% increase is allowed without a recall. Ms. Spoor predicts other taxes will continue to bring in higher revenues and was opposed to raising the rate.

II. Second Reading; Ordinance No. 8, 2022 establishing a position of Mayor pro-tem. Mr. Braun stated after reading the title of the Ordinance, someone will need to make a motion and a second for discussion as there are 3 options to choose from in the Ordinance.

Motion to discuss the proposed Ordinance was made by Ms. Froelich; seconded by Ms. Spoor.

Ms. Spoor asked if the Mayor pro tem actually has mayoral executive powers. Mr. Braun replied if the Mayor pro tem is Mayor in the absence of the Mayor, the answer is no. The Mayor pro tem would only conduct the meeting(s).

Mr. Braun went on to explain that there was a first reading on the Ordinance he originally wrote. Council needs to decide whether or not they want to keep it. The main reason behind that Ordinance was that after the Mayor got back from a conference, they indicated that you could create an Ordinance allowing her to make an appointment of who would conduct the meetings in her absence; or, absent that, you would follow the statutory scheme where Council would decide that night. As to a prolonged absence, the statute lets the Mayor, by Executive Order, appoint someone who is not on Council. In this case, it would be the city clerk, Julie. He stated that Council can either:

- 1) Have a second reading of the original Ordinance or,
- 2) Let the statute completely handle the matter, or

3) Use Councilwomen Froelich's new proposed Ordinance with additional language. Anyone filling in as the Mayor pro tem will not lose their vote. Mr. Braun agrees with Ms. Froelich to let the position be filled with Council's highest vote getter in the previous election. Mr. Braun stated, since the change is not significant, he can move forward with second reading. Motion to adopt Ordinance No. 8 in regards to Mayor pro tem with language change was made by Ms. Froelich; seconded by Mr. Elkins. Roll call: all ayes

III. Emergency Reading; Ordinance No. 9, 2022 amending the Zoning Code Ordinance concerning off-street parking regulations was read in summary by Attorney Braun. Motion to adopt Ordinance was made by Ms. Spoor; seconded by Mr. Shields. Mayor Zembrodtt explained the changes are already going to be incorporated in the Z21 plan, but the city is moving forward early with the change so that the liquor store can get started. Roll call: all ayes

IV. Municipal Order No. 6, 2022 declaring surplus property and authorizing disposal (2010 & 2012 Dodge Chargers) was read in summary by Attorney Braun. Motion to approve Order was made by Dr. Downes; seconded by Mr. Shields. Roll call: all ayes

V. Municipal Order No. 7, 2022 declaring surplus property and authorizing disposal (2014 Dodge Charger) was read in summary by Attorney Braun. Motion to approve Order was made by Dr. Downes; seconded by Mr. Darin. Roll call: all ayes

VI. Department Reports

A. Police Department – Chief Cody Stanley

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

Reports: 12

Citations: 162 (some of the traffic and criminal are on the same citation)

- 3 Warrant Arrests (175)
- 5 Traffic citations (159 Federal Grant Citations)
- 0 Criminal Arrests

City Citations: 4 (1 paid/voided)

Additional:

838 calls for service less 149 traffic stops, 369 Vacation/Business/ Special Area Checks, 29 Special Detail we had a total of 440 police related calls.

Traffic study on South Arlington: avg speed 21.04, # vehicles 15,413, max speed 40, 85% speed 24, 50% speed 20.

Call Review:

- 2 citations; (1 traffic and 1 warrant) on Dixie Highway.
- 0 citation on Elberta Circle and St. Joseph.

Chief Stanley stated 2 of their cruisers that were damaged in the July 6<sup>th</sup> storm will not be repaired. He does not want to donate damaged cruisers either.

He stated that the speed sign has been moved to Terrace but there will not be a count until next month.

B. Fire Department – Chief John S. Rigney

Chief Rigney's monthly report contained the following:

- A total of 48 calls were received during the month of June. The incidents are broken down by type on the Activity report.
- FD crews responded to numerous calls for assistance following the storm on 7/6. Several large trees were cut up and removed from the streets.
- Called to assist Ludlow FD with a detached garage fire.
- Conducted public education tours of the fire station.

Mr. Shields stated he saw other FD's vehicles at the city building. Chief Rigney stated that Duke came and did safety training to Ludlow, Ft. Wright and Park Hills. Chief Rigney replied to Mr. Darin that the class lasted about 2 hours and that DVD's and other safety materials are available for new recruits.

C. Public Works – Daniel VonHandorf

- Greetings Mayor and Council and thank you for another month.
- Fortunately, this past month was much quieter, but Mother Nature is still making it tough as always to plan and get anything done. It's August and the grass is still growing like crazy.
- The paving work on Breckenridge is done and looks great. Duke tried to do the light pole work on Breckenridge, but it has been too wet and muddy. Hard to believe that in July and August but it is.
- I just want to share some very scary info about the intersection of North Arlington and Hamilton. A vehicle of some kind went over the hill missing a stop sign, a guide wire for the electric pole and bottomed out in the ditch, hopped the sidewalk, then the curb across Amsterdam and hopped the other curb. It bottomed out in the other ditch, hit a couple of small trees and came to and backed up and took off. I noticed the mud in the grass strip first and then investigated this on Tuesday the 19th, I believe. I contacted the police and let them know about it. He would like to discuss this at the next Infrastructure meeting to find a solution. Brief discussion followed about what could be used there to keep cars and/or motorcycles from going over the hill.

D. City Engineer – Jay Bayer

**Projects in design phase:**

**St. Joseph Lane Sidewalk Project**

Kentucky Transportation Cabinet has approved the project to begin the bidding process. It is our understanding that the KTC will advertise to received bids to be opened on September 1<sup>st</sup> at 2:00 p.m.

Mayor Zembrodt corrected saying it is the city's responsibility for advertising the bid.

**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.

E. Treasurer's Report – Julie Alig

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

Ms. Spoor looked at the June numbers and believes they are positive. She added that she thinks removing the \$50K payroll cap was a smart move. The numbers from last year to this year are positive.

Ms. Froelich commented on the previous years' Road Tax being a negative number. Is this correct? Mayor Zembrodt replied she spoke with the city auditor, and he advised we should have shown the money being moved. This will be taken care of at the audit.

Mr. Shields noticed some of the numbers are very conservative. He wonders if we anticipate more, shouldn't we budget that so that we will have more money to do the things we need. Ms. Spoor replied that we will know more after this year regarding the business and payroll taxes in planning next years' budget.

Ms. Froelich reminded to budget for the Amsterdam Road repair as well as a meeting space.

VII. Committee Discussions

A. Joint Code Enforcement Board – David Gray

Mr. Gray stated that Mr. Rauh was present at the meeting to let the board know he is trying to get the work done at 1159 Morgan Court. The weeds have been addressed but he needs to have protective equipment and roof and gutter repair. The board gave him 60 days to remedy. Mr. VonHandorf also stated there are some trees on the property that need to be addressed.

1414 Sleepy Hollow has received its 4<sup>th</sup> citation and will now go to final order with a fine of \$400.

B. Parks, Beautification & Recreation – Tony Darin

Mr. Darin stated the committee met on Wednesday, August 3<sup>rd</sup> with Ms. Spoor, Dr. Downes, Missy Catchen and himself in attendance. Discussion included:

- Audubon Preserve
- Park and public space maintenance
- Trolley Park
- New playground on other side of Dixie Highway

Mr. Darin stated everyone is invited to attend the September meeting.

Ms. Spoor talked about the new entry signs. She looked at 2 different styles but sent out the preferred with some modifications. They will be lit on both sides. Since there is no water source, they will not be landscaped. It is the plan to have the same design for all the entry way signs. Ms. Spoor hopes to have the design/drawing by the next meeting.

C. Infrastructure – Steve Elkins

The committee met last month with Mr. Jenkins, Mr. Elkin, Mayor Zembrodt and Ms. Spoor. In addition to the entry signs, they also discussed speed calming. The Mayor produced a speed hump policy she would like Council to consider adopting. She will send it out for everyone to review. They also discussed moving the speed signs around, the sidewalk to Trolley Park and the bottom of Arlington and Hamilton Roads.

D. Historic Preservation – Pam Spoor

Ms. Spoor let everyone know there is a bookcase in the clerk's office which she would like to populate with historic items if anyone has something to donate. She passed around an old photo of a trolley which was donated by Ms. Millie Fangman. The photo was taken in approximately 1952-1953.

Ms. Froelich stated she received an email from a resident interested in seeing the sidewalk paths connected including one from the Devou Park path to Breckenridge. Ms. Spoor stated this was discussed in the past and she would like to revisit it. Mr. Braun suggested reaching out to Covington.

Ms. Froelich also mentioned connecting the area at the end of Altavia to the Trolley Line. Mayor Zembrodt stated she believes this goes through someone's property which can make it difficult. Dr. Downes also added he doesn't believe the residents of Wald Court would like it either. Ms. Froelich believes such a connection could be an asset.

Ms. Spoor will show the Mayor where the connection path from Devou to Breckenridge should go.

VIII. Old Business

IX. New Business

- A. Increase the employee Health Savings Account (HSA) match from \$50 to \$100 per month.

Motion to make the increase was made by Mr. Shields; second by Dr. Downes. Roll call: all ayes

- B. Transfer of additional funds from the GF to the Capital Improvement fund for a replacement cruiser.

The police department is getting rid of 2 damaged cruisers. The city budgeted for one new cruiser this year, but the department is asking to purchase another this year instead of next year. Mayor Zembrodt would like to move \$35,000 from the GF into the Capital fund. That, along with the money received for the damaged cars from the insurance company, will be enough to make the purchase.

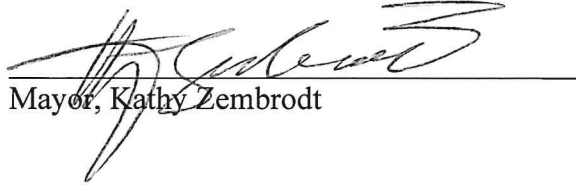
Chief Stanley stated this purchase would give them a cruiser for the SRO and have one on hand as a backup.

Motion to transfer \$35,000 from the GF into the Capital fund for the purchase of a new cruiser was made by Mr. Shields; seconded by Dr. Downes. Roll call: all ayes

8:32 Motion to adjourn meeting was made by Mr. Shields; seconded by Dr. Downes

ATTEST:

City Clerk

  
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Mayor, Kathy Zembrodt