

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, FEBRUARY 10, 2025, AT 7:00 P.M. AT THE PARK HILLS CITY BUILDING, 1106 AMSTERDAM ROAD, WITH MAYOR KATHY ZEMBRODT PRESIDING.  
COUNCILMEMBERS PRESENT: GREG CLAYPOLE, EMILY SAYERS, SARAH FROELICH, PAM SPOOR AND LAURA CARDOSI  
ABSENT: COUNCIL MEMBER, STEVE ELKINS, PUBLIC WORKS DIRECTOR, DAN VONHANDORF AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve January 13, 2025, meeting minutes, with changes, was made by Ms. Spoor; seconded by Mr. Claypole. Roll call: all ayes

Motion to approve January 27, 2025 minutes was made by Ms. Froelich; seconded by Ms. Spoor. Roll call: all ayes

Mayor Zembrodt asked to take a minute to put a few rumors to rest that she has been contacted about:

1. For our Amsterdam Road grant match, we have the match available in savings and investments that can be found on our website under financials.
2. NO, we are not selling the city building here at 1106 Amsterdam Road. The city clerk, fire and public works are here as well as our meeting space. In the event the clerk moved to the Dixie property in the future, it still will be home to fire and public works and HOPEFULLY, a place to meet on the 1<sup>st</sup> floor.
3. As for any hidden agendas, there are NONE known to me, except for the agenda to keep the city safe, infrastructure in good condition and our budget in the black.

Presenter:

A.Mr. John Chamberlin, Chamberlin Owen, was present to present the 2023-2024 financial audit. Mr. Chamberlin thanked the mayor, city clerk and Bramel Ackley for their help in getting the audit items needed. He asked council to remember that they are part of the internal control of the city's finances and to look over monthly and ask questions. He went over the Financial Report Presentation with mayor and council. He stated that the city has a very strong cash position. He touched on the KERS and CERS pensions. Discussion took place regarding the reservation of \$1.2 million set aside for the Amsterdam Road project. He said his general rule is to amend the budget at the end of the fiscal year. Right now, he said, the city has about 7 months of expenditures on hand. He suggested creating a committed or assigned fund listing for the road projects under fund balances. The entire financial audit and presentation are available to view on the city's website.

B. Sister Shauna Bankemper, St. Joseph Heights, along with Mike Meadows who works in their finance department, were present at the meeting to discuss the future of their building on Dixie Highway. She thanked Park Hills for their wonderful services to the Sisters of Notre Dame. Construction of the building began in 1926 and served as a

retirement facility for the sisters. A cemetery is also located on the property. An addition was added in 1950 with St. Joseph Hall being added in 1980. There were 4 providences of sisters in the U.S., and, in 2020, they came together and became the Sisters of Notre Dame, U.S. A. The different regions asked to look at existing facilities and healthcare for the sisters. They have looked at working with St. Charles to lease from them rather than build a new facility on the property. This would give the sisters an opportunity to move there and be close to healthcare. The current building, although lovely, is not serving the needs of the community. Notre Dame Academy found it was not in their best interest to try to refurbish the building. St. Charles also realized that nothing could be done with the building, but they could expand on the property. It was decided that the best thing to do was to take the existing building down. This was not an easy decision as the building holds many memories, but their main priority is to further the mission of Jesus Christ and continue their mission well after the last sister. The building will come down this summer.

Ms. Spoor asked if the Chapel could be saved. Sister Shauna replied that they are looking at ways to preserve some of it and sharing some things, such as statues, with other parishes and charities. Sister Ethel and Sister Judeen attended a conference in St. Louis for property planning. It was decided there were too many obstacles to overcome. The demolition is already scheduled which will not affect NDA's property. They are working with Mark Zimmerman on the project.

Ms. Froelich asked if any of the building could be preserved. Mr. Meadows replied that they do not want to hold fundraisers and be in competition with the school. They will be working in phases and asked that questions be referred to St. Charles.

I. Resolution No. 1, 2025 opposing the centralized collection of local occupational business fees/taxes by the Commonwealth of KY was read in summary by Attorney Braun. Motion to approve the Resolution was made by Ms. Spoor; seconded by Ms. Froelich. Roll call: all ayes

II. Municipal Order No. 3, 2025 – Agreement regarding an employee health insurance coverage program was read in summary by Attorney Braun. Motion to approve the Order was made by Ms. Spoor; seconded by Ms. Cardosi.

Ms. Froelich asked how many board members there are. The mayor replied that there is a representative from each participating city. Ms. Froelich asked how board members are appointed. The mayor replied that it is a volunteer position for whoever would like to attend the meetings. Ms. Spoor asked if the city should have an official appointment. Mr. Braun replied that they should. An appointment will be made at the next business meeting. Roll call: all ayes

III. A. Police Department – Chief Cody Stanley

Chief Stanley stated that he will start printing out the citations again next month.

The snow emergency parking situation was discussed.

Chief Stanley stated that the surplus vehicles were put up for auction and that the department just finished up with its accreditation. KLC will be doing their visit on the

28<sup>th</sup>. The department is hoping to get grants for tourniquets as well as AEDs. Ms. Cardosi asked how many of the police vehicles have AEDs. The Chief replied two but would like to have one for each vehicle. Ms. Froelich asked if an AED could be installed in Trolley Park. Mayor Zembrodt stated that she would look into it.

Chief Stanley' report contained the following:

Reports: 6

A. 4 accidents

2 on Dixie Highway

1 on St. Joseph Lane

1 in Ludlow we responded to

B. 2 Criminal Mischief 2<sup>nd</sup> with the same victim on St. Joseph Lane.

Citations: 7

- 2 Warrant Arrests:

South Arlington – Failure to appear in court

Far Hills – Non-payment of a fine

- 5 Traffic citations:

2 on Dixie – no insurance and speeding

Amsterdam – stop sign

2 on South Arlington – both for running stop sign

- 0 Criminal Arrests

City Citations: 2

1 for expired KY registration (paid)

1 for overtime parking on St. James Avenue

Additional:

636 calls for service less; 67 traffic stops, 367 Vacation/Special Area Checks, 6 Special Detail we had a total of 196 police related calls.

The department had its KLC insurance review and received a 100% score. This is the first time Chief Stanley has been aware of a perfect score.

Ms. Spoor inquired about the car break-ins and car theft. Chief Stanley replied that his officers have been patrolling, mainly on the outskirts of the city. He reminded residents to lock their car doors. He stated that the thieves were groups of juveniles, mainly from Cincinnati.

Two of the cruisers on auction have been sold with one being put back up on the auction site.

Ms. Froelich thanked Chief Stanley for meeting with her last week to discuss the speed and traffic study. The chief had agreed to assign Officer Bradford this task. Discussion followed regarding speeding and traffic numbers.

B. Fire Department – Chief John S. Rigney

- A total of 26 calls for service were received during the month of December. The incidents are broken down by type on the Activity report.
- FD crews completed the annual inventory of all carried equipment on fire vehicles.



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- Follow-up inspections conducted on “wet” hydrants from previous checks.
- The new pickup truck is complete and will be placed in service this week.

Chief Rigney stated that he will have an article in the upcoming newsletter regarding carbon monoxide. He added that radon detectors are available, but they are expensive.

C. Public Works – Dan VonHandorf

Mr. VonHandorf was not present at the meeting, his report was read by Mayor Zembrodt.

- Greetings Mayor Zembrodt and Council and thanks for another month.
- Things have been pretty quiet, but Mother Nature is going to test us again tonight supposedly. I know it won't be anything like the last one.
- I have been trying to get the missing speed humps and bumps back in. I had to wait for the snow to melt just to be able to find them. I have also been checking in with other cities to see what we find out about making these snowplow friendly and permanent. I will have some good info and dollar amounts for our next infrastructure meeting to discuss.
- Just a little reminder about the city-wide cleanup is just around 2 corners and the parade, 3 corners. Be here before we know it and as always, we need support. And the hardest part is the Grand Marshal nominations.
- Oh yes, I just got the new sign and plaque up at Park & Golfview by the clubhouse.

D. City Engineer – Jay Bayer was not present. His report contained the following:

**Bus stop pad at Dixie and Arlington:**

The Mayor has had a discussion with KYTC on possible improvements to the pedestrian access and pad for the bus stop at the intersection of Dixie and Arlington. The Mayor is to provide additional detail for the requested plan.

**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. The city engineer spoke to a representative from the project engineer's office on 2/4/25. They will be providing a copy of the draft plat.

E. Finance Department – Julie Alig

1. Financial reports – January 2025

- A. Trial Balance
- B. Statement of Revenues
- C. Statement of Expenditures

Motion to approve the January financial statements was made by Ms. Spoor; seconded by Ms. Sayers. Roll call: all ayes

IV. Committee Discussions

A. Parks

The committee met on February 5<sup>th</sup> at noon at the city building. Ms. Spoor updated the email list to include Ms. Cardosi. She informed everyone that a wildflower talk will be presented at the Behringer Crawford Museum on February 27<sup>th</sup> at 7 p.m. There is no cost, and she invited everyone to attend.

B. Economic Development and Business

Ms. Sayers stated that their first meeting of the year was very well attended. They did a year in review and have a good Google drive with everything they've done this past year. They are focusing on the Town Hall and parcel analysis and moving forward on what they want to accomplish this year. The next meeting will be how to accomplish this and what their goals are. She gave a shout out to Marty Boyer for all his help on the committee and his tech savviness.

V. Old Business

Ms. Cardosi inquired about the updating of some of the Codes discussed previously. She would like this to be discussed at an upcoming Caucus meeting and perhaps form a committee to move forward with this.

Ms. Froelich asked if there was any update on the Amsterdam Road project. The mayor replied that there wasn't much. There was discussion regarding which side of the street to put the sidewalk and pole placement.

Ms. Froelich noticed the minutes talked about sidewalk work on Lawton Road. The mayor said that KLC had Precision Concrete reach out to the city with a matching grant. Precision determined that Lawton Road was in most need of some repairs.

Ms. Froelich asked when we could anticipate a representative from KYTC to attend an upcoming meeting. The mayor stated that she has not heard back from them.

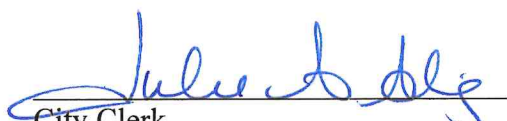
VI. New Business

Mayor Zembrodt stated that Ms. Froelich did some tweaking to Chapter 93 regarding assemblies. She sent it out to the mayor and council to look at and give their opinions at the next Caucus meeting. Mr. Braun also gave some comments to the mayor regarding the Ordinance proposal.

8:55 Motion to adjourn Business Meeting was made by Ms. Spoor; seconded by Ms. Cardosi.

  
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Mayor, Kathy Zembrodt

ATTEST:

  
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City Clerk