



**Meeting 656 Minutes
February 15, 2017**

Mayor Irvin T. "Butch" Callery called the February 15, 2017 City of Villa Hills Council meeting #656 to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Greg Kilburn gave the prayer and Mayor Callery led the Pledge of Allegiance.

Those in attendance:

Mayor Butch Callery
G. Bruns
G. Kilburn
S. Ringo
J. Vaden
G. Waugaman

Mary Ann Stewart, City Attorney
Craig T. Bohman, City Administrator/Clerk
Dave Whitaker, City Engineer
Chief of Police, Bryan Allen
Buck Yelton, Public Works Director

M. Koenig was absent

A quorum was present.

Presentations:

The Annual Fire Department Report was given by Fire Chief Jeff Wendt.

- Chief Wendt reported that 1,256 emergency dispatches were responded to last year, up 50 from the previous year. Chief Wendt stated that the department protects about 12,000 people and \$1.3 billion in property and has achieved an ISO rating of 3. He noted that there were no fire related injuries or deaths last year. Chief Wendt reported that property in the service area suffered \$83,500 in fire loss compared to the national average of more than \$486,000 for an area of similar size. He stated that all the fires were contained to the room of origin due to the swift response of the fire department.
- Chief Wendt reported to the Mayor and Council that the department will present its budget request to the Fire Authority Board in the coming week and expect to have a budget request to Council in March.
- Mr. Bruns asked about the staffing level of the department. Chief Wendt replied That staffing is done by volunteers at night and with paid part-time paramedics on the ambulance 24/7. He noted that during the day there are eight employees who staff the fire equipment on a rotating basis. Chief Wendt reported that the department has 47 volunteers and the average length of time they stay with the department is 5 years. Two new recruits just started. Mr. Bruns followed up asking if the number of volunteers was good. Chief Wendt replied that it was above average.
- Mr. Kilburn asked about the department's ISO rating. Chief Wendt replied that the ISO rating is determined by the insurance industry and that a 3 rating was

good on both a state and national level which keeps the insurance premiums low.

- Chief Wendt stated that the new fire truck was due to be delivered soon and then he estimated that the department would not need new fire equipment for the next 10 years. He noted that the department is scheduled to replace ambulances every 5 to 7 years and one is due to be replaced next year. Mayor Callery asked how much is fully equipped ambulance. Chief Wendt replied that it is \$250,000 due to new federal regulations and power lift system for the cot. Ms. Vaden asked if the department planned to put cameras in the ambulances. Chief Wendt replied that the department was not considering that due to legal issues and HIPPA regulations.
- Chief Wendt discussed the new radio system RFP, noting that the committee was reviewing the submissions. He noted that all three counties are now onboard with going to new digital radios and are expected to issue a joint bid.
- Chief Wendt brought the issue of the lack of house numbers to the Mayor, Council and public's attention. He stated that it was difficult to find addresses at night and asked residents to paint their house number on the curb. Discussion followed about the need for residents to make it easier for first responders by having their house numbers visible.

The next item on the agenda was the approval of the minutes of meeting # 655. Motion made by Mr. Bruns, seconded by Mr. Waugaman to approve. A voice vote was taken all in favor.

Legislation:

Consideration and approval of draft Municipal Order 2017-B

A Municipal Order amending the 2015 Villa Hills Police Department Rules and Regulations by updating the FTO program guidelines.

- Ms. Stewart read draft Municipal Order 2017-B. Mr. Kilburn made a motion to approve seconded by Ms. Vaden. Mr. Bruns noted that the safety committee approved the changes. A voice vote was taken, all in favor.

This will become Municipal Order 2017-3

Consideration and approval of draft Resolution 2017-C

Accepting the bid of Eagle Sign and Design for decorative street sign posts in an amount not to exceed \$65,000 per year for 3 fiscal years.

- Ms. Stewart read the summary of draft resolution 2017-C and noted that the unit price is \$497.50 per pole.
- Mr. Waugaman noted that the company's proposal to include street signage \$250 each has not been included as it was not a part of the bid specs. Mr. Kilburn reported that the bid does include a 5-year warranty on the poles and that the price is half of that of the next lowest bidder.
- Mr. Ringo inquired which design was selected. Mr. Bohman replied that it would be the pole with the ball cap and no scroll work under the sign. Mr. Bruns is concerned about the way the stop sign is attached to the pole. Mr. Waugaman replied that the stop signs would have the mounting brackets. Mr. Ringo followed up inquiring where the signs would be purchased from. Mr. Bohman noted that Eagle submitted a price for the signage and staff is checking with the city's normal vendors to see if they

can provide the signs at a better price. Mr. Kilburn made a motion to approve seconded by Mr. Waugaman. A voice vote was taken. All in favor.

This will become Resolution 2017-3

With there being no further legislation, the meeting proceeded to committee reports

Committee Reports:

Police:

- Chief Allen presented the monthly police report. He noted that calls for service are down. Chief Allen stated that he does not see any trends or problems with most cases being closed by arrest or charges. He noted that the department converted to 9mm weapons and that the Erlanger held a video simulated training for area officers.
- Chief Allen announced that officer Krull will be the new DARE officer upon the retirement of Officer Wright.
- Mayor Callery asked Chief Allen to share some good news. Chief Allen announced that Villa Hills tied for 1st in in the nation with 60 other cities for lowest crime in the nation for cities with populations between 5,000 and 10,000.
- Mr. Kilburn thanked the officers for all the good work.

Safety:

- Mr. Bruns gave the safety committee report. He noted that the committee discussed the Chief's monthly report, a new hire, the progress of the recruit at Academy, an accident with Unit 131, savings when hiring retirees. Mr. Bruns noted that there was a lengthy discussion regarding the old sick leave payout policy and reviewed the new FTO regulations, discussed the need for home numbers to be visible to 1st responders and the request for Council to consider tattooing the speed limit on Amsterdam road. Next meeting will be March 14th.
- Mr. Kilburn asked about speeding on Amsterdam near Doriel. Mr. Bruns noted that 8 warnings have been issued and he explained the warning/ticket distribution protocol. Discussion followed.
- Mayor Callery thanked Mr. Bruns for sitting on the hiring panel for the new officer. Mr. Bruns thanked Mayor Callery for including him.
- Discussion continued about the 30MPH speed limit on Amsterdam Road and the number of warnings issued by month. Mayor Callery reminded the public that the city does not get money from speeding tickets, it all goes to the state.

Engineer:

- Mr. Whitacre informed the Mayor and Council that the survey work for Buttermilk is complete. He stated that the plan is for water line this calendar year and road next calendar year.
- Mr. Whitacre agreed that lack of numbers on house is an issue. He estimated that at least 2 houses per block without house numbers
- Ms. Vaden asked about the type of restoration will be made on Buttermilk following the waterline replacement. Mr. Whitacre explained the process following the main replacement and noted that the repair will probably be flowable fill which will be in place for 1 year. Ms. Vaden followed up about the plate on Buttermilk that has been in place for a month. Mr. Bruns replied that

the plate is a result of a watermain break and different crews repair the main and restore the street. He also noted that all crews are working on repairs now and then switch to restoration several months later. Mr. Whitacre noted that the asphalt plants are closed this time of year.

Public Works:

- Mr. Kilburn gave the Public Works Committee report. He thanked Ms. Koenig, Ms. Vaden, and the Events and Beautification Committee for their work on the sign posts. Mr. Kilburn noted that Mr. Bohman has updated the 10-year road plan and the next phase of the Valley Trails work will be delayed by a few years. He also noted that road salt and half of the engineering costs have been placed back into the road budget. Mr. Kilburn also reported that future months will include updates on the Buttermilk project. Next meeting 1 p.m., March 8th at 720 Rogers Road. Mr. Kilburn thanked Council for their support on the sign post bid.
- Ms. Vaden asked if letters to residents would be sent out. Mayor Callery replied the city would send out the letters.
- Discussion followed about the inconvenience that will be caused by the work on Buttermilk, ways to keep the public informed about the projects over the next two years, the projects included in the updated 10-year road plan, and working with the state to re-signalize the light at Buttermilk and Collins in anticipation of shifting traffic patterns as a result of the road work.
- Mr. Kilburn reminded the public about the unfair distribution of the gasoline tax to rural areas and urged residents to contact their members of General Assembly to change it.
- Mr. Yelton stated that the mounting bracket is included in sign post bid. Mr. Yelton noted that the crew is overhauling the backhoe and saving the city \$1,100. He reported that staff has been working on patching, signage, brush, and equipment maintenance. Mr. Yelton announced that the new public works yard fencing is scheduled to be installed on Wednesday next week. He reported that several letters regarding sump pump drainage violations had been sent to residents.
- Mr. Bruns reported that the Safety Committee wanted the department to keep an eye on the crosswalk at Tom Braun Field that is fading. Mr. Yelton noted that the crosswalk is on the list to discuss with the County when they make their stripping machine available to the city. Mr. Kilburn asked if the tattoo was painted or baked onto the asphalt. Mr. Yelton replied that it would be adhered to the street surface. Mr. Kilburn asked about the cost. Mr. Yelton replied that each tattoo would be about \$2,300.
- Mayor Callery congratulated Public Works on snow removal efforts this year.

Events and Beautification:

- Ms. Vaden reported that the committee did not meet this month.

Finance:

- Mr. Waugaman presented the Finance Committee report. He reported that questions by the committee was submitted to Mr. Bohman and replied to with the answers discussed by the committee. Mr. Waugaman noted the committee discussed NKOL's fees for IT services, the Police Department wages, the audit proposal submitted by Van Gorder Walker, and that the Committee recommended approval of the monthly financials. Next meeting March 13th.

- Mr. Ringo asked if additional bids were received for the audit. Mr. Bohman replied that at the direction of the Mayor a proposal from the current vendor was solicited and the city received a flat proposal for 3 years with a slight discount for next year.
- Mr. Kilburn made a motion, seconded by Mr. Bruns, to accept the January 2017 financials and post them on the city's website. Motion carried by voice vote all in favor.

Administration:

- Ms. Vaden gave the Administration Committee report. She noted that the committee reviewed a proposal for an employer match program, that the cell phone contract was expiring soon, and reviewed the results of the annual salary survey for select positions for potential adjustments. Ms. Vaden reported that the committee also discussed regulations for grass clippings in the right of way, that staff is working on codification, and that the city has migrated to a new website. She noted that 98% of property taxes have been collected and unpaid police citations were sent to a third party collector.
- Next meeting March 1st at 6:30p.m.

Recreation:

- Mr. Ringo gave the Recreation Committee report. He noted that the concession contract with Eileen O'Connell for Villa was discussed, that meetings with Buck and a vendor to replace the netting at Villa has been scheduled, and that fencing at Franzen also needs to be addressed. Mr. Ringo announced that the seasonal position is ready to be posted and that an opening date for the fields would be announced soon, however, the restrooms will remain closed until the beginning of April.
- Next meeting March 9th at 6:30 p.m. in Council Chambers.

Fire Authority:

- Mr. Ringo noted that the Fire Authority meeting has not occurred yet. He announced that it will be Monday at 6 p.m.

City Attorney:

- Ms. Stewart stated she had no items to report.

City Administrator/Clerk:

- Mr. Bohman had no items to report.

Mayor's Report:

- Mayor Callery asked about Shadow Night on April 5th. Discussion followed about the timing and review of the student essays and the arrangements for the meeting. Mr. Ringo reminded Council that the meeting will not be on a regularly scheduled meeting night.

Old Business/New Business:

- There was no old business.
- There was no new business.

General Announcements and Council Comments

- Mr. Bruns recommended residents to put contrasting numbers on mailboxes and suggested having all contact and medical information written down if have an elderly resident in the home.
- Ms. Vaden asked about the status of the sister's property. Mayor Callery replied that the hearing on the city's application is scheduled for March 2nd.
- Mr. Bohman reminded the Mayor and Council that the quarterly Caucus is scheduled for March 8th at 6:30 p.m.

Public Comments

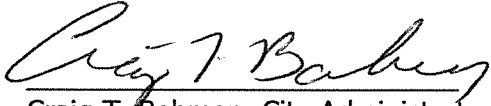
- Mr. Chris Macke, a Boy Scout attending the meeting was recognized by Mayor Callery and asked to introduce himself. Mr. Macke stated he was attending in order to earn the Citizenship and Community badge and asked to interview one council member after the meeting.

Mayor Callery asked Ms. Stewart if there was a need for executive session. Ms. Stewart replied there was not.

With there being no further business or discussion, Mr. Bruns made a motion to adjourn, seconded by Mr. Waugaman. Motion carried by voice vote, all in favor.

Time of adjournment was 7:26 p.m.

Respectfully submitted,


Craig T. Bohman, City Administrator/Clerk


Irvin T. "Butch" Callery, Mayor