



**Meeting 657 Minutes
March 15, 2017**

Mayor Irvin T. "Butch" Callery called the March 15, 2017 City of Villa Hills Council meeting #657 to order at 6:31 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Callery gave the prayer and led the Pledge of Allegiance.

Those in attendance:

Mayor Butch Callery
G. Bruns
M. Koenig
S. Ringo
J. Vaden
G. Waugaman

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

G. Kilburn, absent

A quorum was present.

Presentations:

- Chief Allen presented Sergeant Wright to the Mayor and Council praised his service to the City of Villa Hills and wished him well in his retirement. Mayor Callery presented Sergeant Wright a plaque. Sergeant Wright said it was a pleasure to serve the residents of Villa Hills for 16 years. Mr. Bruns noted that thousands of kids have met Sergeant Wright through DARE. Sergeant Wright said 10 kids became police officers. Mr. Bruns thanked Sergeant Wright for the positive impact he has had on the children he taught.
- Chief Allen introduced Officer Greg Sandel, Jr. to the Mayor and Council. Mayor Callery administered the Oath of Office to Officer Sandel.

The next item on the agenda was the approval of the minutes of meeting # 656. Motion made by Mr. Bruns, seconded by Mr. Waugaman to approve. A voice vote was taken - all in favor.

The next item on the agenda was the approval of Caucus Meeting 3/8/2017. 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-D

Ms. Stewart presented draft Municipal Order 2017-D, a Municipal Order declaring surplus property. Ms. Stewart explained that this order surpluses Sergeant Wright’s badge and service weapons so he can purchase those items at fair market value per state statute. Motion made by Mr. Bruns, seconded by Ms. Koenig. A roll call vote was taken as follows:

| | | | |
|--------------|-----|------------|-----|
| Mr. Bruns | aye | Ms. Koenig | aye |
| Mr. Ringo | aye | Ms. Vaden | aye |
| Mr. Waugaman | aye | | |

Motion carried 5-0. This will be Municipal Order 2017-4

Consideration and approval of draft Municipal Order 2017-E

Reappointing Sam Bitter and Jim Cleves to the Villa Hills Board of Adjustments. A motion to approve was made by Mr. Ringo, seconded by Mr. Waugaman. A roll call vote was taken as follows:

| | | | |
|--------------|-----------|------------|-----|
| Mr. Bruns | abstained | Ms. Koenig | aye |
| Mr. Ringo | aye | Ms. Vaden | aye |
| Mr. Waugaman | aye | | |

Motion carried 4-0-1. This will be Municipal Order 2017-5

Consideration and approval of draft Resolution 2017-D

Requesting the Kentucky Retirement System Board of Trustees certify the positions of Detective, Sergeant, and Chief of Police as Hazardous Duty for employees hired after September 1, 2008 pursuant to KRS 61.592(1)(b). Ms. Koenig asked if the Chief was taken out of Hazardous Duty due to office work. Mr. Bohman explained that the pension reform bill in 2008 required positions to be recertified as hazardous duty for any employee hired after September 1, 2008. He noted that the city recertified police officer a few years ago and the decision at Caucus was to recertify all the remaining positions. A motion to approve was made by Mr. Ringo, seconded by Mr. Bruns. A voice vote was taken, all in favor.

Motion carried 5-0. This will be resolution 2017-5

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

Committee Reports:

Police:

- Chief Allen presented the monthly police report. He reported that last month was quiet and 4 cases are being investigated. Chief Allen noted the courtesy notices given, calls outside the city, the training received for the last month, and a report on the tickets issued by the department since the beginning of the year. Chief Allen informed the Mayor and Council that updated Use of Force regulations will be presented at the April 5th special meeting for their approval.

Safety:

- Mr. Bruns gave the safety committee report. He noted that the committee discussed the traffic at River Ridge Elementary School in the morning and that officers are almost hit on a regular basis and the committee is concerned for officer safety. Mr. Bruns noted that Chief Allen presented the updated Use of Force regulations and the committee recommended the changes. Mr. Bruns reported that the hiring of Officer Sandel was discussed and that Officer Dooley is on track to graduate from the police academy in May. He noted that the committee discussed the past computer problems in the PD, the promotion process to select the next sergeant, recent flooding in the PD basement and its repair. Mr. Bruns reported that the committee discussed the compensation for contract employees and recommended 3 weeks of up-front PTO. He noted that the committee did not recommend setting up a safe zone for Craigslist purchases and trades at the police department and that enforcement of speeding on Amsterdam should be left to officers' discretion.
- The next meeting is April 11th.

Engineer:

- With Mr. Whitacre absent, Mr. Yelton gave the Public Works Director's report. He reported that Mr. Whitacre is working on the drawings for the waterline project on Buttermilk.
- Mr. Yelton discussed several flooding issues due to heavy rain. Mayor Callery noted that he received a letter from a resident on Woodcliff that there was no flooding for the 1st time in 37 years following the improvements to the drainage system were made last fall. Mr. Yelton discussed preparations for the upcoming baseball season. He noted the return of the seasonal groundskeeper and the part-time seasonal laborer. Mr. Yelton noted that the recent storms caused a lot of branches and debris that have been cleared from catch basins. He reported that the sump pump installed in the Police Department is working. Mr. Yelton informed the Mayor and Council that Public Works staff are working on sidewalk inspections and letters, drainage issues, and the new sign program. He reported that the Public Works yard fence had been installed and the gate was repaired.
- Ms. Koenig noted that the fence at the Public Works yard looked great.
- Mr. Bruns asked about state purchasing program for sign post. Mr. Yelton noted that the city never signed the contract with the vendor to take square channel post due to its costs. Mayor Callery noted that the city is close on a deal for street signs to go along with the recent bid for sign posts. Discussion followed about how to reuse the current sign posts.
- Mr. Bruns expressed concern that there may be a problem with the drain tile around the PD building. Mr. Yelton said he would check the foundation and extend the outlet pipe away from the building if necessary.
- Mr. Ringo asked about water line project timeline. Mr. Bohman replied that the waterline would be installed this summer and the road project would be next summer. Mr. Bruns replied that the Collins to Rogers section should take about 2 months for the waterline replacement.

Public Works:

- Mr. Waugaman gave the Public Works Committee report. He outlined the various available funding for road projects, noted that the amount of work planned exceed the available amount by \$29,000, but that \$88,000 is available in unbudgeted restricted reserves. Mr. Waugaman reported on the progress of the new sign post program and that staff is working with vendors to finalize pricing. He reported that Mr. Whitacre has received approval from the state to replace Buttermilk at the existing 20-foot width.
- Next meeting is April 12 at 1:00 p.m. in the conference room at 720 Rogers.
- Mr. Bruns inquired about the available funding for road projects. Discussion followed about including some restricted reserves in a budget amendment.

Finance:

- Mr. Waugaman gave the Finance report. He noted that the committee discussed the City Administrator/Clerk's replies to the committee's submitted questions including the difference between the 2 vehicle sticker accounts, what constitutes rents and leases, how FICA and wages tie together, and the review of the Mayor's preliminary budget. Mr. Waugaman reported that the committee recommended approval of the February financials.
- Mr. Bruns asked how close the city was to have everyone paid up on the delinquent vehicle sticker fees. Mr. Bohman replied that there are just under 500 accounts still outstanding, but the city has collected an amount equal to the initial unpaid fees from the third party collector over the past two years and the contract is expiring soon and collections have dwindled. Mr. Bruns noted his disappointment that some people are going to get away with not paying because they waited the city out.
- Mr. Bruns made a motion, seconded by Mr. Ringo to approve the February financials and place them on the website. A voice vote was taken, all in favor.

Events and Beautification:

- Ms. Koenig gave the Events and Beautification report. She noted that the Garden Club plant sale is May 13th. Ms. Koenig noted that participation in the yard sales has dropped compared to the first couple of years, so this year the committee will host one yard sale on July 21st and 22nd. Ms. Koenig reported that Music Fest will be September 23rd.
- Next meeting is April 3rd.

Administration:

- Ms. Vaden reported that the Administration Committee did not meet due to lack of agenda items and will not meet in April due to the Shadow Night event scheduled for the same date as the regular committee meeting.
- Next meeting is May 3rd.

Recreation:

- Mr. Ringo reported that the Recreation Committee did not meet due to lack of quorum. He noted that field grooming is underway, Baseball has started and soccer will start soon. Mr. Ringo reported that the concession contract for Villa has been signed.
- Next meeting April 13th

- Ms. Vaden asked about the \$19,000 in netting and fencing in the budget request. Mr. Ringo explained netting is for ball fields and is 15 years old. Mr. Ringo replied that the netting is dry rotted and is a safety issue. He noted that the safety issues would be addressed in the current budget and one section of fencing is a convenience item that he is working with Villa fund.

Fire Authority:

- Mr. Ringo noted that the Fire Authority meeting has not occurred yet. He reported that a special meeting was held last week to surplus the old fire truck in order to make room for the new truck.
- Mr. Bruns noted that the new fire truck has arrived and will go into service after two weeks of training. Mr. Waugaman noted that most of the equipment was reused. Discussion about old fire engines followed.

City Attorney:

- Ms. Stewart reserved her report for executive session to discuss pending litigation.

City Administrator/Clerk:

- Mr. Bohman noted that the preliminary budget version #3 was at Council's desks for their review.
- Mr. Bohman reported that he was able to get the Amsterdam Road improvement recommended by the Villa Hills small area study inserted as one of only 26 projects that can be scored for inclusion in the next state 6-year road plan. He noted that inclusion on the list does not guarantee funding. Discussion followed. Mr. Bruns requested the list of the 26 projects sponsored by OKI be sent to Council.

Mayor's Report:

- Mayor Callery noted that he hopes to have a final budget in April with a first reading and possible vote in May.
- Mayor Callery noted that the RFP for the St. Walburg has been released. Ms. Vaden asked if the RFP included the radio station property. Mr. Waugaman noted that it is integrated into the sister' RFP. Discussion followed.

Old Business/New Business:

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

General Announcements and Council Comments

- Mr. Ringo reminded the Mayor, Council and staff that Shadow Night is April 5th 6:30 p.m. at Villa Madonna Academy theater. He asked that everyone arrive by 6:00 p.m. in order to meet with their shadow to prep for the meeting. Mr. Bruns asked about the distribution of students selected. Mr. Ringo replied that 2 students were from Villa Madonna, 2 from St. Joseph, and 8 River Ridge. Discussion followed about the set-up for the evening.
- Mr. Bohman noted that as special meeting discussion would be would limited to the agenda items on the special meeting call and asked for any agenda item to be discussed be gotten to him as soon as possible.
- There were no comments from the public.


A motion was made by Mr. Ringo and seconded by Ms. Koenig to enter Executive Session at 7:25 p.m.

A motion was made by Mr. Ringo and seconded by Mr. Waugaman to leave Executive Session at 8:30 p.m.

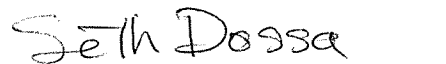
With there being no further business or discussion, Mr. Ringo made a motion to adjourn, seconded by Mr. Waugaman. Motion carried by voice vote, all in favor.

Time of adjournment was 8:31 p.m.

Respectfully submitted,


Craig T. Bohman, City Administrator/Clerk


Irvin T. "Butch" Callery, Mayor


Seth Dossa, Mayor-for-a-day