



**Meeting 661 Minutes
July 19, 2017**

Mayor Irvin T. "Butch" Callery called the July 19, 2017 City of Villa Hills Council meeting #661 to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mr. Kilburn gave the prayer and Mayor Callery led the Pledge of Allegiance. Mayor Callery asked City Administrator/Clerk Bohman to take the roll. Those in attendance:

**Mayor Butch Callery
G. Kilburn
M. Koenig
J. Vaden
G. Waugaman**

**Bryce Rhoades, Assistant City Attorney
Craig Bohman, City Administrator/Clerk
Bryan Allen, Chief of Police
Dave Whitaker, City Engineer
Buck Yelton, Public Works Director**

**G. Bruns – absent
S. Ringo - absent**

A quorum was present.

The next item on the agenda was the approval of the minutes of meeting #660. Motion made by Mr. Kilburn, seconded by Mr. Waugaman to approve. A voice vote was taken, all in favor.

Legislation:

- **1st reading and discussion of Draft Ordinance 2017-D** An Ordinance of the City of Villa Hills, in Kenton County, Kentucky Adopting the 2017 S-4 Supplement to the City of Villa Hills, Kentucky Code of Ordinances, as recently prepared by the American Legal Publishing Corporation. Mr. Rhoades gave a first reading to draft Ordinance 2017-D. Mr. Bohman noted that both staff and legal counsel had reviewed the supplement.
- **Resolution 2017-G** Accept Concrete Panel Piecework bid. Mr. Rhoades presented draft Resolution 2017 – G. A motion to approve was made by Mr. Kilburn, seconded by Ms. Koenig. A voice vote was taken all in favor.

Motion passed 4-0. This will become Resolution 2017-9

Resolution 2017-H Accept Asphalt Paving bid. Mr. Rhoades presented draft resolution 2017-H. A motion to approve was made by Mr. Waugaman, seconded by Mr. Kilburn. Mayor Callery asked how many streets included in the bid and Ms. Koenig that 16 streets were included. A voice vote was taken, all in favor.

Motion passed 4-0. This will become Resolution 2017-10

- **Resolution 2017-I** Accept Appleblossom Replacement bid. Mr. Rhoades presented draft Resolution 2017-I. A motion to approve was made by Mr. Kilburn, seconded by Mr. Waugaman. A voice vote was taken, all in favor. 4-0.

Motion passed 4-0. This will become Resolution 2017-11

- **Resolution 2017-J** Adopt Northern Kentucky Regional Hazardous Mitigation Plan. Mr. Rhoades presented draft Resolution 2017-J. Mr. Bohman explained that the plan was developed by the NKADD and every few years it needs to be updated. He noted that until every jurisdiction in Kenton County approved the plan, FEMA assistance and grants would not be available. A motion to approve was made by Ms. Koenig, seconded by Mr. Waugaman. A voice vote was taken, all in favor.

Motion passed 4-0. This will become Resolution 2017-12

Committee Reports:

Police:

- Chief Allen presented the monthly police report. He noted monthly calls about 700, including several hundred special area checks. Chief Allen reported that mailboxes are being robbed and the department has suspects in mind. He presented the closure rate for cases, ticket stats, crime stats, overtime usage, and training hours.
- Chief Allen reported that Officer Dooley is entering the last phase of field training and will be out on his own soon.
- Chief Allen reported that all vehicle cameras have been replaced.
- Chief Allen reminded the public about the upcoming Safety Night on August 2nd from 7:00 p.m. - 9:00 p.m. at Tom Braun Field.

Safety:

- Ms. Vaden gave the safety committee report. She reported that the committee considered the police monthly report, discussed implementing an annual camera replacement plan, safety fair, Officer Dooley's progress, and problems with school zone safety, speeders, and stop sign running.
- Ms. Vaden noted that the committee was informed that the issues with Motorola and the Cincinnati Police would not be repeated because Kenton County has as a different system.
- Next meeting is August 8th at 6:30 in Council Chambers.
- Mr. Waugaman asked for explanation of annual camera replacement program. Chief Allen explained that the program would allow for a lease for body cameras and replace them on a regular basis. He discussed various issues with advances in technology and camera durability. Discussion followed.
- Mr. Kilburn asked for clarification that the radio issue in Cincinnati is not a problem for the new dispatch system. Chief Allen explained that the issue is with Cincinnati's existing base towers and noted Kenton County is getting new towers. Chief Allen explained that the three counties are issuing a joint RFP for new digital radios and the proposed timeline to convert to the new radios. Discussion followed.

Engineer:

- Mr. Whitacre gave the Engineers report. He noted it took 2 months for him to prepare these bids and a few moments for City Attorney to read them. He explained that the Appleblossom Mr. Whitacre noted that the increase will cost \$6,300 more. He noted that this would not be possible if temperatures stay above 80 degrees. Mayor Callery asked if the project would start August 1st Mr. Whitacre replied that the contractor has delayed the start due to the Brent Spence Bridge repairs because they cannot reliability get concrete trucks on site Mayor Callery suggested adding the 7-bag mix question to the next Public Works committee meeting. Discussion followed about changes to the subdivision regulations.
- Mr. Whitacre discussed adding extended curbs to all of the Villa Drive project. He noted that adding extruded curb to the whole street would add about \$70,000 to the bid and explained the removal and installation processes. Mr. Waugaman noted it was discussed at Public Works meeting. Mr. Kilburn responded that the asphalt bid came in \$120,000 under estimate, and that this should be looked at again at the next Public Works Committee meeting.
- Mr. Bohman asked about the stopping point of the Appleblossom Replacement project. Mr. Whitacre replied that the project would stop at the intersection of Winesap.
- Ms. Vaden asked if the letters to residents had been sent out. Mr. Bohman replied that the letters had already been sent.

Public Works:

- Mr. Kilburn passed out his written report and noted that a citizen member asked how the new development would avoid problems with the streets like the city is experiencing on Felice Drive. He noted that the subdivision regulations have been strengthened, but the city is going to ask the attorney to review the situation to see if there is anything else the city can do to ensure proper street installation. Mr. Waugaman comments. Responded that the Engineer at Planning Council is confident that new streets will not have the same issues of Felice Drive due to updated subdivision regulations.
- Mr. Yelton gave a list of daily activities performed by the Public Works Division. He noted that signs not a part of the decorative sign program are being reviewed and replaced on rainy days.
- Mr. Yelton informed the Mayor and Council that drainage projects are underway or set to begin on Palomino, Caprenters Trace and Rosewood. He reported that the estimated amount for drainage work is about \$17,200 not counting Rosewood which is estimated at \$40,000 but expected to be much lower.
- Mr. Yelton reported on planned panel replacements on Squire Oaks, Sierra, and the Thirs cul-de-sac. He estimated the value of those repairs at roughly \$20,000.
- Decorative street signs are being picked up on Friday and starting in George Ann Heights. Mayor Callery noted that residents there are calling asking when the new signs would be installed.
- Mr. Yelton noted a drainage issue on Short Amsterdam caused by a resident who lives in unincorporated county and that PDS and Kenton County Public Works are assisting with getting that issue resolved. He also discussed issues on nearby sections of Amsterdam Road that were addressed. Mr. Yelton reported that two dead trees will be removed from city owned property at Rigney Park for an

estimated amount of \$1200. He stated that letters regarding over-hanging trees on Rosewood and Squire Oaks were sent out last week.

- Mr. Yelton reported that the sidewalk program going well. He explained that utilities are responsible for panels that are damaged due to their meters or covers.
- Kilburn asked about the Doriel repair. Mr. Yelton reported that the Water District is going to repair the area in conjunction with the city's asphalt work.
- Ms. Koenig asked if Mr. Yelton had checked on the school zone issue near Villa Madonna. Mr. Yelton replied that he had not had time but will check.

Events and Beautification:

- Ms. Koenig gave the Events and Beautification report. She reminded the public about the upcoming citywide yard sale. Mr. Bohman noted that the maps were ready and the number of participating locations was in the upper 70s.
- Ms. Koenig announce Music Fest would be Saturday September 23rd from 5:00 p.m. to 10:30 p.m. at Crescent Springs Park.

Finance:

- Mr. Waugaman presented the Finance Committee report. He stated that questions were submitted by the committee and responded to by The City Administrator/Clerk. Mr. Waugaman reported that items discussed included the annual audit, items purchased for Events and Beautification, and how the Parks and Recreation rents and leases were booked. He stated that the committee recommended approval subject to audit adjustments.
- Mr. Kilburn made a motion, seconded by Mr. Waugaman, to approve the June Financials subject to audit adjustment and post on the website. A voice vote was taken, all in favor.

Administration:

- Ms. Vaden stated that the committee did not meet.

Recreation:

- Mr. Waugaman reported that the Recreation Committee meeting had been cancelled.

Fire Authority:

- No representative present to give report.

City Attorney Report:

- Mr. Rhoades asked for an Executive Session

City Administrator/Clerk:

- Mr. Bohman advised that the Public Access/Educational/Government channels on Spectrum's cable lineup had moved. He noted that the PEG channels on Fioptics had not moved.

Mayor's Report:

- Mayor Callery discussed the door-to-door outreach literature drop that has been organized by Kenton County Judge Executive Kris Knochelmann. It will occur on Saturday July 29th. The Mayor asked anyone interested in participating should meet at 9:00 am at River Ridge.

Old Business/New Business:

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

At 7:12 pm Mr. Kilburn mad a motion, seconded by Mr. Waugaman to go in to Executive Session.

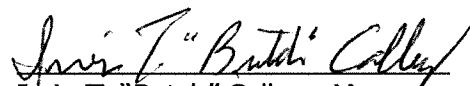
At 7:33 pm Ms. Koenig made a motion, seconded by Mr. Waugaman to leave Executive Session.

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

Time of adjournment was 7:34 p.m.

Respectfully submitted,


Craig Bohman, City Administrator/Clerk


Irvin T. "Butch" Callery, Mayor