



**Meeting #667 Minutes
January 17, 2018**

Mayor Irvin T. "Butch" Callery called the January 17, 2018 meeting of City of Villa Hills Council (Meeting #667) to order at 6:32 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. A roll call was taken. Those in attendance:

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

Mary Ann Stewart, City Attorney
Craig Bohman, City Administrator/Clerk
Chief Brian Allen
Derick Yelton, Public Works Director
Matt Bogen, Assistant City Engineer

G. Kilburn was absent

A quorum was present.

The first item on the agenda was approval of the minutes of the Special meeting of December 13, 2017. Motion made by Mr. Bruns, seconded by Mr. Waugaman to approve. A voice vote was taken, all in favor.

Presentations:

- Chief Allen introduced officers Emily Horseman and Thomas Bradford. Mayor Callery administered the Oath of Office to officers Horseman and Bradford. Officers Bradford and Horseman introduced their guests to the Mayor and Council.

The next item of business was legislation.

Legislation:

- **Draft Municipal Order 2017-R – Inter-local with Crescent Springs for the provision of Police services.**

Ms. Stewart presented draft Municipal Order 2017-R. She noted that considerable negotiation between city officials and legal teams resulted in a good agreement. Mr. Waugaman inquired about the date used in the contract. Mr. Bohman noted that due to technical issues with dispatch that the transition of police services will occur a few days earlier than July 1st and would be treated as mutual aid. Mr. Ringo asked how many officers are needed to fulfill the contract. Mr. Bohman replied that 5 officers are in the contract along with a provision for Villa Hills to trigger discussions with Crescent Springs if a 6th officer is needed. A motion was made by Ms. Koenig and seconded by Ms. Vaden. A roll call vote was taken:

Mr. Bruns Y
Ms. Koenig Y

Mr. Ringo Y
Ms. Vaden Y

Mr. Waugaman Y

Motion carried with 5-0 with 1 absent. This will become Municipal Order 2018-1

- Mr. Bruns stated that he looked forward to having the two cities work together to build a bigger and better police department for the benefit of both cities.
 - Mr. Ringo noted that he has served on the Fire Authority Board for 12 years and it is an arrangement that benefits both cities financially. He stated that he believes this contract is another step in a similar fashion that will benefit both cities and hopes that there are others.
 - Mr. Waugaman stated that many people and businesses, especially in Crescent Springs are looking forward to the new contract.
 - Mayor Callery noted that this has been in the works for quite a while with give and take from both sides and that this is good for both communities.
- **Draft Municipal Order 2018-A – Reappoint Greg Toebbe to the Villa Hills Board of Ethics for a three year term ending December 31, 2020.**
Ms. Stewart presented draft Municipal Order 2018-A. A motion was made by Mr. Bruns, seconded by Mr. Waugaman. A voice vote was taken. All in favor.

Motion carried with 5-0 with 1 absent. This will become Municipal Order 2018-2

- **Draft Resolution 2018-A Reappoint Mr. Waugaman to a one year term on the PDS Council with Mayor Callery serving as the alternate.**
Ms. Stewart presented draft Resolution 20178-A. A motion was made by Mr. Ringo, seconded by Ms. Koenig. A voice vote was taken. All in favor.

Motion carried with 5-0 with 1 absent. This will become Resolution 2018-1

- **Draft Resolution 2018-B Appoint Mr. Kilburn to a one year term as Villa Hills' representative to the OKI regional Council of Governments.**
Ms. Stewart presented draft Resolution 2018-B. A motion was made by Mr. Waugaman, seconded by Mr. Bruns. A voice vote was taken. All in favor.

Motion carried with 5-0 with 1 absent. This will become Resolution 2018-2

There being no further legislation, the meeting proceeded to committee reports.

Committee Reports:

Police:

- Chief Allen thanked Council for approving the contract with Crescent Springs and noted that the police department is excited about moving forward.
- Chief Allen reviewed the monthly calls and stats. He announced that 95% of the cases are solved with either an arrest or charges. Chief Allen noted three arrests last month, 14 hours of overtime and 56 calls were outside the city.
- Chief Allen gave the annual report. He noted that in 2017 180 citations were issued, 12 juvenile, 27 criminal, 236 courtesy notices were given, 92 arrests were

made, 6851 dispatched calls, 289 hours of overtime was used, and the department had a 95% closure rate on 105 crimes reported. Chief Allen noted that the department had a total of 1860 hours of training which was well over the minimal requirements.

- Mr. Waugaman noted that citations, criminal, and juvenile complaints are pretty steady year to year. He inquired about changes in traffic stops and if the 2017 increase caused by areas of concentration determined by the police department. Chief Allen replied that the enforcement of the speed zone on Amsterdam with the speed signs is part of the reason. He listed several areas of concentration for enforcement (River Road, Rogers Road, Amsterdam, and Meadow Wood). Mr. Waugaman asked if the speed signs are reducing speeding. Chief Allen stated that the signs were having an impact and speeds have dropped. He noted that the signs provide speed data. Discussion followed.
- Mr. Ringo inquired about the reason behind arrests doubling from last year. Chief Allen responded that Domestic, DUIs, and drug violations are up and also that warrant arrests are up as well. He noted that in the past most cases were released by exhausting all leads without charges, while this past year only two cases went unsolved.
- Ms. Vaden commented that the officers' skills and experience of the department has improved as a result of the hiring of new officers.

Safety:

- Mr. Bruns gave the monthly Safety Committee report. The meeting was moved to January 16, 2018. Committee discussions regarded the committee minutes, the monthly PD budget, the monthly police report, the annual report, new hires, and the contract with Crescent Springs.
- The next meeting will February 13, 2018 at 6:30 in Council Chambers.

Engineer:

- Mr. Bogen gave the Engineer report.
- Mr. Bogen reported that the Water District's Buttermilk water main replacement project set to start next week and finish by May 2nd. He noted that that the storm water design with SD1 is finishing up and the environmental report has been submitted to the state. Mr. Bogen reported that based on the geotechnical report the most cost effective option appears to be asphalt. He noted that two options, one with more base and less asphalt than the other was considered and the option with the thicker asphalt costs \$60,000 less. Mr. Ringo inquired which option would hold up better over time and Mr. Bogen replied that they would be the same strength. Mr. Waugaman asked how thick the recommended asphalt is going to be. Mr. Bogen answered 13 inches. Mr. Waugaman followed up if rolled or boxed curbs would be used. Mr. Bogen responded that box curb is easier to build. Discussion followed on rolled versus boxed curbs. Mr. Bruns requested a copy of the pavement design once completed.
- Mr. Waugaman inquired if all the residents along Buttermilk have been notified of the water main project. Mr. Bogen replied that the Water District should have sent letters. Mr. Bohman noted that city signage about the project would be going up by the end of week on side streets. Mr. Bruns noted that residents that use the road should be notified in addition to those who live on Buttermilk and that residential use of driveways will be maintained. Ms. Koenig asked staff to make sure that notice was mailed by the Water District.

Public Works:

- Mr. Yelton noted that the contractor on the water main project, Rose Excavating, was passing out letters to homes.
- Mr. Yelton gave the Public Works Report. He stated that the focus has been on cleaning catch basins and storm drains to ensure snow melt is removed quickly to avoid refreezing. He noted that snow removal has gone smoothly. Mr. Yelton reported \$28,000 of salt has been ordered equaling 498 tons. He noted that two mailboxes were knocked down and replaced.
- Mr. Yelton noted the increase in main breaks and sump pump outlet issues due to freezing temperatures. He noted that the owners of the sump pumps causing issues will be sent letters asking them to disconnect the line per the city's groundwater regulations. Mr. Ringo asked how many are causing issues and Mr. Yelton replied 14.
- Mr. Yelton reported that he is working on the list for spring projects.
- Mr. Yelton discussed 3 islands that need to be reduced in size or removed for safety reasons that cause problems for Public Works, Fire Department, and school busses. He identified the first island on Timberline, the one on Colina Dr., and the island at Riverview Farms. He explained the issues with each of the islands. Mr. Ringo asked if the city has talked with the affected Home Owners associations. Mr. Bruns responded that they became parts of the city streets when the streets were taken on by the city later. He noted that Colina was supposed to be a gated community and the island there was for the gatehouse. Ms. Koenig commented about Riverview Farms island and discussions with the HOA there which would like the island reduced in size and the throat of the street widened. She noted the cost savings with removing the island versus resizing it. Ms. Koenig stated that the Public Works committee grappled with what criteria should be used to determine if an island stays or which ones go. Mr. Waugaman commented that islands damage the street due to water infiltration and need to be removed. Ms. Koenig suggested that council should determine the criteria for removal. Mr. Ringo suggested ranking the island for safety first, then those that cause water damage. He also stated that any island located in an area where road work is being done should be reviewed at that time. Mr. Bruns noted the island at the beginning of Timberline is particularly troublesome for the Fire Department. Ms. Vaden inquired if council was saying all islands should be removed. Ms. Koenig and Mr. Ringo responded that all the islands should be reviewed. Discussion followed. Mr. Bruns suggested that the width of the street and turn radius should be a part of the criteria when evaluating the islands. Discussion followed regarding the island at Villa Marie.
- Ms. Vaden asked for clarification about is happening with the islands. Ms. Koenig replied that the islands will be reviewed during the winter and when future road projects impact island locations. Discussion followed about Riverview Farms island and the Timberline island.
- Mayor Callery thanked the Public Works crew for all their work.

Events and Beautification:

- Ms. Koenig stated there was nothing to report.

Finance:

- Mr. Waugaman presented the November Finance Report. He noted that questions were submitted by committee members and responded to by Mr. Bohman. Mr. Waugaman reported that the committee discussed the status of the Crescent Springs contract, the questions over what qualifies as a capital purchase, the proposed CERS rate increase, and computer expenses/purchases. He informed Council that the committee recommended approval of the November financials.
- Mr. Ringo made a motion to approve the November Financials and post them on the website, seconded by Mr. Bruns. Motion carried by voice vote, all present in favor.
- Mr. Waugaman presented the December Finance Report. He noted that questions were submitted by committee members and responded to by Mr. Bohman. Mr. Waugaman reported that the committee discussed Road Fund and tracking of project expenses, when are capital expenses charged to the department instead of the Capital fund, various Contract Services expenses, and the amount owed to the Road Fund from the General Fund. He informed Council that the committee recommended approval of the December financials.
- The next meeting will be held on January 19, 2018 at 7:00 in Council Chambers.
- Mr. Bruns questioned the reason for the expense of grinding panels on Felice Drive. Mr. Waugaman replied that the panels had slipped and the grinding was necessary to remove edges that would catch and damage snow plows. Mr. Bruns and Mr. Ringo reminded the Council that Felice is a new street. Mr. Bruns noted the verbal agreement with the developer to repair the street, but pointed out that no repairs have been made. Mr. Waugaman noted that the winter will negatively impact the street.
- Mr. Ringo asked about the proposed CERS increase. Mr. Waugaman replied that the rates are estimated at 50% for Hazardous duty and 28% for Non-Hazardous duty personnel. Mr. Bohman responded that the increase is about an \$86,000 increase just for the current staff and does not include changes that may impact the retired officers that the city is not paying CERS on at this time. He noted that the current rates will not be phased in unless the General Assembly passes a bill that specifically requires a phase-in of the rate increase. Mr. Waugaman commented that no bill has been filed yet and staff has included the 50% rate in its proposals and projections. Mayor Callery noted that the state has failed to make its payments to the retirement systems.
- Mr. Ringo made a motion to approve the December Financials and post them on the city website, Ms. Vaden seconded. A voice vote was taken, all present in favor.

Administration:

- Ms. Vaden reported that the committee did not meet as they are waiting for draft personnel policy changes to be vetted by legal counsel.
- Next meeting is February 7th at 6:30 at 720 Rogers Road.

Recreation:

- Mr. Ringo stated there was no January meeting and the February meeting has been cancelled.
- The next meeting will be March 8, 2018 in Council Chambers at 6:30 p.m.

Fire Authority:

- Mr. Ringo gave the Fire Authority report. He gave the monthly run numbers. He reported that the bid for the ambulance along with the required power cots is roughly \$250,000 which was less than the estimated \$275,000 cost. Mr. Ringo announced that Crescent Springs Councilmember Mike Daugherty is the 2018 chairperson for the Fire Authority.
- Mr. Ringo informed the Mayor and Council that Bromley has relinquished their state license for their life squad. The Fire Authority is now making all life squad runs to Bromley as the primary responder.
- Mr. Ringo announced that 5 students are in EMT training and have signed 1 year contracts with the department in exchange for the training.
- Mr. Ringo noted that 15 new volunteers have joined the department which no longer has available equipment and locker space. He noted this is a good thing to have a full complement of volunteers.
- Mr. Ringo presented the annual fire department report. He noted 1294 total calls, no deaths of fire personnel or civilians, \$95,750 of property damage but all fires were contained to the room of origin. He noted that 90% of that was an arson case that resulted in a conviction.
- Mr. Ringo noted that the average community fire loss each year is over \$800,000, so the minimal loss after adjusting for the arson case is phenomenal.
- Mr. Bruns thanked the residents for being safe and diligent in regards to fire safety.
- Next meeting is February 19th at the Fire House at 6:00 p.m.

City Attorney Report:

- Ms. Stewart gave a status report on 10 foreclosures, including the mass foreclosure action on River Road.
- Mr. Ringo noted that Mr. Kilburn wished to go into executive session to discuss when to file foreclosure actions, however he was absent. Ms. Vaden requested an executive session to discuss the case *City of Villa Hills vs. Christopher White* (812 Wesley foreclosure).

City Administrator/Clerk:

- Mr. Bohman had nothing to report.

Mayor's Report:

- Mayor Callery had nothing to report.

There was no Old Business or New Business.

There were no Council or staff comments

Public Comments:

- Mr. Wenning of Carpenters Trace inquired if the next meeting of City Council would be held at a different location. Mayor Callery responded that the meeting would be held at River Ridge Elementary School's Gymnasium. Mr. Wenning followed-up asking if the date would be the same as the next regularly scheduled Council meeting. Ms. Stewart replied that the timing of the next meeting would depend on when the Planning Commission recommendations would be received.

Mr. Wenning asked if the meeting would be a special meeting. Ms. Stewart replied that it could be added to a regular meeting, and Mr. Bruns stated that he would want such an important decision to be made at a regular meeting.

- Mr. Wenning inquired if the zone change could go into effect without an actual vote of Council. Ms. Stewart replied that state law requires the planning commission recommendation to go into effect if Council takes no action within 90 days. Mr. Ringo responded that he believes Council should make this decision upfront and not let it go into effect by operation of law. Mr. Wenning asked for clarification that since the recommendations goes into effect without Council action if a tie vote would allow the zone change to go into effect. Ms. Stewart replied that since a tie vote not would override the Planning Commission's recommendation, it would go into effect as an operation of law.

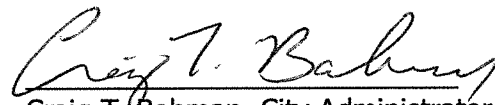
At 7:32 p.m. a motion was made by Mr. Waugaman, seconded by Ms. Vaden to go into executive session pursuant to KRS 61:810(c) pending litigation in regards to the foreclosure case *City of Villa Hills vs. Christopher White*. A voice vote was taken, all in favor.

At 8:40 a motion was made by Mr. Waugaman to leave executive session. It was seconded by Ms. Vaden. A voice vote was taken, all in favor.

With no further business, Mr. Bruns made a motion to adjourn, seconded by Mr. Waugaman. Voice vote was taken. All in favor.

Time of Adjournment was 8:41 p.m.

Respectfully submitted,


Craig T. Bohman, City Administrator/Clerk


Irvin T. "Butch" Callery, Mayor