



**Meeting #680 Minutes
January 23, 2019**

Mayor Heather Jansen called the January 23, 2019 meeting of City of Villa Hills Council (Meeting #680) to order at 6:31 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Councilmember Stover led the prayer and the Pledge of Allegiance. Mayor Jansen welcomed those in attendance.

City Administrator/Clerk, Craig Bohman, called roll. Those in attendance:

**Mayor Jansen
R. Baehner
J. Cahill
S. Ringo
C. Stover
S. Thompson
S. Wadsworth**

**Mary Ann Stewart, City Attorney
Craig Bohman, City Administrator/Clerk
Chief Allen, Police Department
Derick Yelton, Public Works**

A quorum was present.

The first item on the agenda was approval of the minutes of the Meeting, #679 (January 9, 2019). Motion made by Mr. Baehner, seconded by Mr. Ringo. A voice vote was taken, motion carried all in favor.

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

Committee Reports:

Police:

- Chief Allen gave the monthly Police report. He stated that month was busy with 1100 calls for service with some car break-ins. He reminded the public to lock their car doors. Chief Allen reported that the department closed many cases during the month. He reported that there was 37 hours of court time and 69.5 hours over overtime. Chief Allen explained that half of the out of city stops are typically traffic stops that begin in Villa Hills or Crescent Springs and stop in the neighboring city. Chief Allen noted that 63 hours of training had been completed.
- Mr. Baehner asked for an explanation of the drop in over time. Chief Allen stated that the officers from the Academy had been released from field training to solo patrol. He stated that prior to that the overtime was used to cover the extra shift. Mr. Baehner followed up by asking if this will be the new standard amount of overtime going forward. Chief Allen replied that any additional overtime would be related to scheduled events later in the spring. Mr. Baehner inquired about the

recruit that was sent to the Academy and was sent home. Chief Allen replied that he is evaluating whether to move forward with that recruit. Chief Allen explained that the department will be one officer short for a while.

- Mr. Thompson inquired about the number of intrusion alarms. Chief Allen replied intrusion alarms are caused at time from weather changes and most turn out to be false alarms.
- Ms. Stover inquired about the RAD class. Sergeant Hall replied from the audience that the next class will be held March/April.
- Mr. Baehner passed along a citizen compliment from a member of the Fire Authority he received about the prompt department response and thanked the department.
- Chief Allen gave an overview of the year-end report. He stated that SRO has been a great success. Chief noted that the department received its second AAA Platinum Award in a row for traffic safety. He stated that the department continues to develop its social media presence. Chief Allen reported that the digital radio system is scheduled to go live in May and new radios would be received before then. He noted that preparing for the 2020 Accreditation review is a big project this year and pointed out that council should anticipate policy updates to vote on. Chief Allen said that the increase in call volume over last year is the result of taking on Crescent Springs. He noted that in 2018 all reported crimes were resolved and that there were no cases closed due to exhaustion of all leads. Chief Allen stated that he is proud of this change compared to 4 years ago when most cases were closed out due to lack of leads/investigation.
- Chief Allen reported that the K-9 would be arriving on Friday, January 25, 2019.

Fire Department:

- Mayor Jansen called Chief Wendt to give the annual Fire report.
- Chief Wendt reported that calls were up 8-10% for the year.
- Chief Wendt noted that the annual fire loss is normally \$90,000 confined to one room burns but this year it was \$1.3 million due to the 2 total losses as a result of lightning strikes.
- Chief Wendt stated that the call split between Crescent Springs and Villa Hills is 60/40, just like the funding.

Safety:

- Mr. Baehner gave the Safety report.
- Mr. Baehner welcomed the new committee members. He reported that the committee discussed the proposed \$3,000 expansion of the evidence room, the request of \$7,500 for a new radar trailer, the need for a new cruiser, and \$8,000 for the K-9. He noted that the use of the PD space at the Crescent Springs building was also discussed. Mr. Baehner pointed out that the City is saving \$4,000 by having Public Works build the kennel for the K-9 at the officer's home instead of ordering a pre-built kit.
- Mr. Baehner discussed the Buttermilk Pike/Collins Road intersection, noting that there have been 18 incidents with 22 injuries over the last 5 years.

Mr. Baehner made a motion, seconded by Mr. Ringo to approve moving forward with the resignalization of the Buttermilk/Collins intersection. Discussion followed:

- Mr. Thompson noted that he supports the expense, but he felt that there was no public debate about this and feels that the public thinks this project is a part of the Sanctuary Development and inquired how the project would be paid for. Mr. Bohman responded that the project would be paid for with \$100,000 from reserves, \$20,000 from Crescent Springs, and \$34,000 currently budgeted in the 10-year road plan for Engineering expenses. He noted that the city has a request for \$50,000 in state discretionary funds to assist with the project but the city has not been notified of the outcome of the request.
- Mr. Thompson expressed disappointment because the promise was that no current tax payer would pay for the project, the Tax Increment Financing District (TIF) would. Mr. Ringo pointed out that the costs would eventually be reimbursed in the future from the TIF. Mr. Ringo noted that the discussion of a new light had been discussed for years due to safety concerns and it got wrapped into the Sanctuary Development improvements.
- Mr. Baehner asked Mr. Cahill if Crescent Springs has indicated they would participate. Mr. Cahill confirmed that if Villa Hills moves forward Crescent Springs would approve the funds at their next meeting. Mr. Thompson again expressed concern this issue had not been properly debated, that current taxpayers are paying for the improvements, and commented that the TIF is not a field where the city can just grab money.
- Mr. Cahill asked for explanation of changes to the intersection. Mr. Baehner explained that Western Reserve and Collins would not move at the same time thus removing the main cause of the accidents. He also pointed out that the new layout would require a 4 pole set-up. Ms. Stover noted that the design includes a double left turn lanes off Collins onto eastbound Buttermilk. Mr. Baehner confirmed that since Western Reserve would not move at the same time as Collins both of the existing lanes would be allowed to make left hand turns onto the two lanes on Buttermilk. Mr. Thompson asked if the owner on the corner was agreeable to adding a pole in his yard. Mr. Bohman replied that the owner has stopped in and seen the sketch of what is proposed and di not seem to have any issues.
- Ms. Wadsworth stated even though the accident numbers look low, even one injury is too many.

With no further discussion a voice vote was taken, all in favor (6-0).

- Mr. Baehner continued the Safety report by discussing speeding concerns on Prospect Point Drive and asked Chief Allen to conduct a Stealth Stat survey.
- Mr. Baehner noted the previous Council's speed hump debate, and pointed out that studies show no significant speeding on 3 of the 4 side streets reviewed with humps suggested for Rogers road between Lakeshore and Sierra. He also stated that Chief Wendt and the Fire Authority have concerns with speed humps and proposed installing a radar speed sign instead. Mr. Thompson noted that the Chief's report recommends raising the speed limit on that stretch from 20 MPH to 25 MPH or installing speed humps. Mayor Jansen noted that even at 25 MPH the speeding in that area would still be high enough to require driver awareness efforts. Mr. Baehner asked Chief Allen to clarify. Chief Allen explained that topography and stealth stat data shows that 85% of drivers travel at 25 MPH on that stretch. Mayor Jansen asked about the effectiveness of placing a speed sign in that location. Mr. Ringo replied that speed signs are very effective. He noted that both Public Works

- and the Fire Department have issues with speed humps. Mr. Baehner noted that the sign can be relocated if the problem is solved or another area becomes a problem
- Mayor Jansen inquired about the cost. Chief Allen replied \$3,500 for the sign and \$1,000 for the pole. Mr. Thompson noted that speeding was the 2nd most common issue he heard about during the campaign, especially on Sunglow, Kenridge and the 800 block of Rogers.
 - Mr. Cahill asked if the speed is only on the downslope. Chief Allen replied it was both ways. Back and forth followed regarding installing a speed sign, stop signs, speed humps and related cost and installation. Mr. Baehner asked Council for consensus to install one speed sign on Rogers. Council agreed
 - Mr. Baehner noted that Crescent Springs requested parking removal on Meadow Wood and stated they will discuss this next month and make a recommendation. Ms. Stover asked for clarification and Mr. Baehner stated the no parking would be during the day on Meadow Wood during the ongoing construction of the Reserves subdivision.
 - Mr. Baehner noted Ms. Wadsworth shared a concern about a sightline and parking issue at Niewahner Dr. and Valley Trails Dr. that needs further investigation.

Public Works Committee:

- Mr. Thompson gave the Public Works report and the Engineer's report in Mr. Bogen's absence.
- Mr. Thompson brought Council's attention to Mr. Bogen's written report and noted that the change in the storm water layout is to avoid making a lot unbuildable.
- Mr. Thompson noted discussion of paving vs replacement on Lake, Lakeshore, and Villa Marie.
- Mr. Thompson noted issues with Felice Dr. and that the city has previously asked Ashley Commercial group for assistance with the needed repairs. Mr. Baehner asked Mr. Bohman if the city took the street too early. Mr. Bohman replied that the City took the street 45 days after the plat was signed as required by state law. Discussion followed about the status of the talked with Ashley and the previous administration on getting help with the repairs. Ms. Stover expressed surprise that the city would be required to take the street prior to the completion of home construction. Mr. Bohman pointed out the Homebuilders have a strong lobby and that they wrote that into the law in the 1980's. He further explained the recent changes in the subdivision regulations strengthening the road standards and noted that the development agreement with Ashley has the developer put on the finishing layer of the road after the construction phase is complete. Ms. Stover continued by raising concern about the degradation of Meadow Wood Drive due to the construction of the Reserves in Crescent Springs. Mr. Bohman stated that Villa Hills would be responsible any repairs to the city's portion of Meadow Wood and gave examples of various subdivisions that were constructed in Villa Hills that damaged Crescent Spring roads and vice versus. He also gave examples of where each city agreed to exchange repair work on each other's streets over the past few years. Mr. Baehner followed up asking if any panels are safety concerns. Mr. Yelton replied there are not.
- Mr. Thompson stated that Mr. Bogen is working to update costs for the 10-year road plan and Mr. Thompson invited everyone to the next Public Works meeting on February 13th, at 1 p.m. in the 720 Rogers conference room.
- Mr. Thompson thanked Buck and staff for snow removal.

- Mr. Ringo inquired about the ownership of the Lake Leen overlook dock. Mr. Bohman responded that the city owns the dock and has an easement for it. Mr. Ringo clarified that the city does not own the lake and Mr. Bohman confirmed that the lake is owned by the surrounding property owners. Mr. Yelton stated that there was a homeowner association to manage the lake until 2007. He pointed out that the City built the dock. Discussion followed about the safety concerns with the dock, the needed repairs, and the timeline for the replacement.

Public Works Director's:

- Mr. Yelton gave the Public Works Director's report.
- Mr. Yelton stated that crews are cleaning drains, waiting for the final street signs to install, and performing building maintenance.
- Mr. Yelton stated that 2 new employees are training for snow removal. He noted that yard damage is unavoidable during snow removal. He also noted minimal equipment failures.
- Mr. Yelton discussed that 116 out of 133 streets, 83 cul-de-sacs with 27 traffic islands are plowed by the city.
- Mr. Yelton reported that the city has used 237 tons of salt at a cost of \$27,000 out of \$50,000 budgeted for the season.
- Mr. Yelton noted that staff would be building the K-9 kennel.
- Mayor Jansen thanked the Public Works crew for snow removal.
- Mr. Cahill inquired about the timing of the Buttermilk Pike expenses. Mr. Bohman replied that he could not say for sure until the project is bid but that he expects most of the bills to be paid at the beginning of the next fiscal year with reimbursement to follow later. Mr. Thompson stated that he is concerned about being able to provide cash-flow for the project.

Events and Beautification:

- Ms. Wadsworth gave the Events and Beautification report.
- Ms. Wadsworth discussed the annual schedule of events and announced plans to meet with the Villa Hills Civic Club to discuss joint events.
- Ms. Wadsworth reported that the annual yard sale will be held Friday April 26th and Saturday April 27th.
- Ms. Wadsworth stated that the biggest event each year is the Haunted Trails and that they will need to coordinate with the Villa Hills Civic Club.
- Ms. Wadsworth noted that one committee member is researching having a "Shred Day".
- Ms. Wadsworth stated that it is the committee's intention to hold the events that the City has held over the last year as well as adding more events.

Finance:

- Mr. Cahill gave the Finance report. He announced the members of the Finance Committee.
- Mr. Cahill noted that the December financials include the budget amendment and some of the monthly totals may look weird as a result of incorporating the adjustments and directed Council to review the Year-to-Date totals and informed Council that a new one page summary form would be provided starting next month.
- Mr. Cahill reported that the committee recommended approval of the December financials.

Mr. Cahill made a motion, seconded by Mr. Baehner to approve the December Financials and post them to the city's website. A voice vote was taken all in favor.

- Mr. Cahill noted the draft budget for the next fiscal year is nearing completion and will have the draft to the Finance Committee in February and something preliminary to the Council in March.
- Next meeting is February 18th at 7:00 p.m. at 719 Rogers Road.

Administration:

- Ms. Stover gave the Administration report.
- She noted that the Committee Discussed the Z-21 project to update the zoning code.
- Ms. Stover noted the open house for the Comprehensive Plan update for Villa Hills. She asked Mr. Bohman to reply to the comments left at the open house by residents. Mr. Bohman replied the city could reply. MS. Stover stated that the city should reply so people do not feel they are ignored.
- Ms. Stover discussed the KLC workshops on Zoning and Development during the Newly Elected Officials Conference and noted that it was a big help along with the Legal handbook.
- Ms. Stover noted that the committee discussed the River Road study and a potential LED switch out and vendors who could perform the work. Mayor Jansen noted that former Crescent Springs council member Matt Zeck is working on their change out and he may be a good person to speak with.
- Ms. Stover stated that the next meeting will be held February 6, 2019 at 6:30 p.m.

- Mr. Thompson inquired about the Z-21 process and if the change would result in areas changing their zoning from residential to industrial. Mr. Bohman explained that the Z-21 process would update the zoning text from text based to graphic based descriptions and could reduce the number of residential zones from 8 to 4. Mr. Thompson followed up if the Z-21 process would change current zoning. Mr. Bohman replied that it could create an opportunity to make changes if the Council wanted to. Mr. Thompson then pointed out Comprehensive Plan update changes changing the commercial zoning around the Ameri-stop and other changes along River Road. Mr. Bohman noted that the Z-21 process provides an opportunity to adopt Comprehensive Plan updates but the decision to do so rests with Council. Ms. Stewart pointed out the simplification aspect of the Z-21 process. Mr. Bohman offered to invite PDS to the March Caucus to explain the Z-21 process in greater detail.
- Mr. Thompson asked for an explanation of the River Road Study. Mr. Bohman replied that it was a study authorized by the last Council to look at changes to the zoning on River Road because the current zoning prohibits development and several property owners have expressed a desire to improve their property but cannot. He noted that the recommendations in the study were incorporated into the Comprehensive Plan update, but the final zoning decision rests with Council.
- Mayor Jansen noted that staff is asking Council if it wants the proposed changes on River Road to be included in the Comprehensive Plan update. A lengthy back and forth discussion between Councilmembers and staff regarding the differences between Z-21 process, The Comprehensive Plan update, The River Road Study, the map amendment process, and the Sanctuary approval process followed. Main points of discussion included:

- Mr. Thompson expressed concern about moving forward with Comprehensive Plan updates that may create future legal liability if property owners want to make zone changes the Council is opposed to. He also expressed concerns about allowing multi-family and mixed-use areas in the city and expanding industrial on the west. However, Mr. Thompson noted that the fact that the current zoning is so restrictive that it needs to be changed.
 - Staff and City Attorney reiterated that zone changes ultimately come back to Council for final approval.
 - Mr. Ringo pointed out that regardless of personal feelings, it takes a majority of Council to make changes.
 - Ms. Stover wanted to be sure that the city and the public has input into the decision-making process prior to final approval by the Planning Commission. She suggested that PDS come to a Council meeting to discuss the Comprehensive Plan update prior to its approval.
 - Mr. Bohman explained the various changes of the Comprehensive Plan update.
 - Various questions by the Mayor and Councilmembers were answered.
 - Mayor Jansen, Mr. Ringo, Mr. Baehner, and Mr. Cahill noted that pulling the changes keeps residents from pursuing changes to their property.
- Mr. Wenning from Carpenter’s Trace noted that he attended the Open House and noted that property owners have been participating in the changes. He inquired if the property owners of the proposed industrial expansion are in agreement. Mr. Bohman replied that one property owner is aware of the change and was supportive and most of the rest is state-owned Right-of-Way. Mr. Wenning inquired if the state was supportive and Mr. Bohman replied that the state purposefully does not participate in local zoning decisions. Mr. Wenning followed up asking if other property owners could prevent barges from parking in front of their property. Mr. Bohman replied that if there was an issue the City would work with the barge company to address the issue if it became a problem. Mr. Wenning inquired if there were hillside development control. Mr. Bohman pointed out that the standards are already in the code. Mr. Thompson noted that the River Road Study also has recommendations for hillside development.
 - Mr. Ringo suggested inviting PDS to the March Caucus meeting to discuss the Z-21 project. Council agreed with this suggestion.

Recreation:

- Mr. Ringo stated that there was no Recreation meeting in January. He noted that the legal staff continues to work on a draft to the Civic Club Lease. The next meeting will be held February 14th at 6:30 in Chambers.
- Mayor Jansen asked about the status of the Shadow Night meeting. Mr. Ringo replied that St. Joseph has not replied yet, but they are expected to participate and the event will be April 17th at Villa Madonna Academy.

Fire Authority:

- Mr. Ringo gave the Fire Authority report.
- Mr. Ringo reported the monthly run numbers.
- Mr. Ringo stated that the Commonwealth audited the departments training program and it passed.

- Mr. Ringo announced that Chief Wendt applied for a FEMA grant for equipment including automatic CPR machines. He noted that he is not aware of having to pay for new equipment and that Chief Wendt gets grants on a regular basis.
- Mr. Ringo reported that the digital radios are not in for the Fire Department but are expected soon.
- Mr. Ringo announced that the demolition of old cottages at Madonna Manor is underway and that construction on new buildings will start soon.
- Mr. Ringo asked for an agenda item to discuss future needs during the February Council meeting.
- Mr. Ringo stated that next meeting will be held February 18th at 6:00 at the Firehouse.

City Attorney:

There was no report for this month.

City Administrator:

There was no report for this month.

Mayor:

There is nothing to report for this month.

Old Business/New Business:

No old or new business for the month.

Comments:

- Mayor Jansen thanked Public Works for the job well done on snow removal.
- Mr. Thompson noted that Habitat for Humanity was holding an item drive at the Villa Hills Civic Club. Items accepted include general household items and appliances.

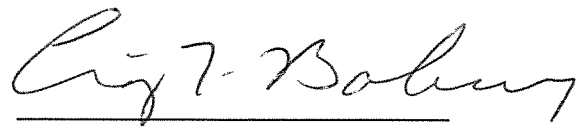
Public Comments:

- Mr. Wenning made the suggestion to ask Rumpke to delay garbage pickup on Collins Road so as to not interfere with school drop offs.
- Geno Sund of Squire Lakes Drive noted that the biggest issue he has with zoning is that another agency is doing a plan that affects the city without enough public input. Mr. Sund pointed out issues with the Sanctuary process. He strongly suggested that the Council get the residents involved and get buy-in from them. Mr. Sund noted that other states have a broader process that is not so narrowly focused on compliance with the comprehensive plan but include other factors.
- Ms. Stover asked to have PDS talk at the Caucus meeting with public comment. Mr. Thompson suggested most residents want to have input and was concerned about location.

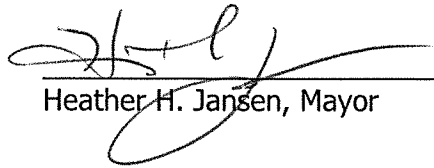
With no further business, Mr. Ringo made a motion to adjourn, seconded by Mr. Baehner. Voice vote was taken. All in favor.

Time of adjournment was 8:29 p.m.

Respectfully submitted,



Craig T. Bohman, City Administrator/Clerk



Heather H. Jansen, Mayor