



**Meeting #683 Special Meeting Minutes
April 17, 2019
Shadow Night**

Mayor Ella Weber called the April 17, 2019 meeting of City of Villa Hills Council (Meeting #683) to order at 6:34 p.m. at Villa Madonna Academy, 2500 Amsterdam Road, Villa Hills, Kentucky. The prayer was given by Mayor Weber and she led the pledge. City Administrator/Clerk, Mr. Elliot Hollis, 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 Director
Matt Bogen, City Engineer

Also in attendance were students from local 5th grade classes from River Ridge Elementary School, St. Joseph Elementary School and Villa Madonna Academy who were shadowing elected officials and staff. The following students conducted the meeting with the advice and guidance of their respective sponsors:

Ella Weber, Mayor (Mayor Jansen)
Alyssa Martin, Administration Committee Chair (Ms. Stover)
Kayla Forton, Events & Beautification Committee Chair (Ms. Wadsworth)
Cameron Schroer, Safety Committee Chair (Mr. Baehner)
Kerigan Dorgan, Finance Committee Chair (Mr. Cahill)
Sophie Hollenkamp, Public Works Committee Chair (Mr. Thompson)
Jovan Ngalla, Fire Authority Representative (Mr. Ringo)
Olivia Wallace, City Attorney (Ms. Stewart)
Shayaan Ahmad, City Engineer (Mr. Bogen)
Brea McGinnis, City Administrator/Clerk (Mr. Bohman)
Sarah Jansen, Chief of Police (Chief Allen)
Sydney Suttles, Public Works Director (Mr. Yelton)

A quorum was present.

The first item on the agenda was introduction of guests. Mr. Ringo welcomed the public and gave a brief introduction to Shadow Night and the run on the agenda. Pictures were taken. Mr. Ringo then proceeded to introduce each of the students chosen to participate in Shadow Night.

The next item on the agenda was approval of the minutes of the March council meeting #682. Motion made by Mr. Schroer (Baehner), seconded by Mr. Dorgan (Cahill). A voice vote was taken, motion carried all in favor.

The next item on the agenda was Oath of Office for Officer Andrew Lucas.

Chief Sarah Jansen introduced Officer Andrew Lucas as the newest member of The Villa Hills Police Department. Mayor Weber administered the (ceremonial) Oath of Office to Officer Lucas.

Mayor Weber rearranged the agenda and called for Committee Reports.

Committee Reports:

Ms. Hollenkamp (Thompson) gave the Public Works Committee Report.

- Ms. Hollenkamp reported that the Lake Leen deck was installed and that the digital speed sign on Rogers is in place. She noted that the Committee recommended bidding the project using asphalt instead of concrete.
- Mr. Baehner questioned the difference between asphalt and concrete. Mr. Bogen replied that asphalt was the same as concrete for traffic performance, the only difference being the expected life span for asphalt is shorter.

Mr. Ngalla (Ringo) made a motion, seconded by Ms. Martin (Ms. Stover) to approve bidding asphalt. A voice vote was taken, all in favor. Motion carried.

Following the Public Works Committee report, Ms. Hollenkamp departed the meeting to catch a flight for Spring Break.

Chief Jansen (Allen) gave the monthly Police Report.

- Chief Jansen gave the monthly police activity, crime, citations, case summary, overtime, and training totals.
- Mr. Cahill questioned the new speed sign and asked if it was making a difference. Chief Allen replied that it was making a noticeable difference in speed.

Mr. Schroer (Baehner) gave the Safety Report.

- Mr. Schroer noted that the committee reviewed the monthly report. He noted that the Meadow Wood Drive no parking restriction, the new speed sign, the Stealth Stat study on Prospect Point Drive and recent thefts in Prospect Point were discussed. Mr. Schroer urged residents to lock their car doors.
- Mr. Schroer stated that K-9 Officer Onyx visited the Committee.

Mr. Ahmad (Bogen) gave the Engineers Report.

- Mr. Ahmad discussed prioritization of road projects, the SD1 Cost Share Program and the Buttermilk Pike replacement project. He noted that prior year funds have been reserved for the project. Mr. Ahmad reported that several drainage applications for SD1's private cost sharing program are being reviewed.

Ms. Suttles (Yelton) gave the Public Work Directors Report

- Ms. Suttles reported that the winter equipment has been stored, the restrooms are open and that grass cutting has begun.
- Ms. Suttles noted that the Garden Club is sprucing up the traffic islands around the city. She stated that a seasonal worker has been hired and work to install the remaining street signs, patching potholes, and sidewalk inspections have started up again. Ms. Suttles thanked the Garden Club for their work and Mr. Ringo for making arrangements to have the dugouts at Villa re-roofed.

Ms. Forton (Wadsworth) gave the Events and Beautification Committee Report.

- Ms. Forton discussed the Shred Event, the City Wide Yard Sale with Crescent Springs participating in the yard sale for the first time.
- Ms. Forton reported that the committee also discussed having volunteers work on painting and minor repairs of the city buildings, a suggestion for a photo contest, and an appreciation dinner for staff twice per year.

Ms. Dorgan (Cahill) gave the Finance Report.

- She reported that questions were answered by Mr. Bohman, the Committee recommended the financials be approved, and the FY19/20 Budget was discussed along with the impact of spending increases on the budget.

Ms. Dorgan (Cahill) made a motion, seconded by Mr. Jovan (Ringo) to approve and post the March Financials. A voice vote was taken, all in favor.

Ms. Martin (Stover) gave the Administration Committee Report.

- Ms. Martin discussed the River Road study and Comprehensive Plan update and noted that the committee approved the proposed stipulations unanimously.
- Ms. Martin noted that there was no new update on the numbers for the LED street light project.
- Ms. Martin the reported that the committee began the Z-21 process by reviewing the current and proposed zones to be used in the update.

Mr. Ngalla (Ringo) gave the Fire Authority Report.

- Mr. Ngalla discussed issues with a shortfall of insurance company payments last month, payments from Bromley, and gave an update on the collections of stipends from parcels in unincorporated county. He reported the monthly run totals and discussed the tanker accident on River Road. Mr. Ngalla spoke about issues with Madonna Manor regarding the increase in service calls. He noted the Fire House Advisory Committee will be appointed by the end of the month.

There was no Recreation Committee report this month.

Ms. Wallace (Stewart) stated there was no need for an executive session.

Mr. Hollis (Bohman) gave the Administrator's Report.

- Mr. Hollis reported that staff has mailed out 200 rental license applications for 2019. He noted the deadline to turn in Ethics forms is April 30th. Mr. Hollis stated that 52 properties still had unpaid taxes from 2018. He informed Council that staff is working with multiple agencies to find a solution to flooding on Orchid Lane.

Mayor's Report – There was no Mayor's report.

The next item on the agenda was legislation.

Legislation:

- 2nd reading and approval of draft Ordinance 2019-B. This is an Ordinance of The City of Villa Hills making the 2018 International Property Maintenance Code a part of the permanent records of the city, and adopting the provisions thereof by reference thereto, with certain amendments and revisions thereof.

Ms. Wallace (Stewart) gave a second reading to draft Ordinance 2019-B. A motion was made by Mr. Ngalla (Ringo), seconded by Mr. Schroer (Baehner) to approve. A vote was taken as follows:

Mr. Schroer (Baehner)	Yes	Ms. Martin (Stover)	Yes
Ms. Dorgan (Cahill)	Yes	Mr. Thompson	Yes
Mr. Ngalla (Ringo)	Yes	Ms. Forton (Wadsworth)	Yes

Passed 6-0. This will become Ordinance 2019-2.

- 1st reading and discussion of draft Ordinance 2019-C. This is an Ordinance of the City of Villa Hills amending section 92.21 of the Villa Hills Code of Ordinances in order to authorize the transfer of the duties of the Vacant Properties Review Commission to the Code Enforcement Board.

Ms. Wallace (Stewart) gave a first reading to draft Ordinance 2019-C.

- Consideration and adoption of draft Municipal Order 2019-B as amended. This is Municipal Order of the City of Villa Hills stipulating the City Council's expectations regarding future development along River Road in the furtherance of the recent comprehensive plan update for the City of Villa Hills as drafted by the Kenton County Planning Commission.

Ms. Wallace (Stewart) presented draft Municipal Order 2019-B as amended. A motion was made by Mr. Ngalla (Ringo), seconded by Ms. Martin (Stover) to approve. A voice vote was taken, motion carried all in favor.

Passed 6-0. This will become Municipal Order 2019-6.

- Consideration and approval of draft Resolution 2019-I. This is a Resolution of the City of Villa Hills accepting the bid of Bluegrass Electrical Consultants in the amount of \$77,689.44 for the installation of the Buttermilk and Collins traffic signal improvements.

Ms. Wallace presented draft Municipal Order 2019-B A motion was made by Ms. Martin (Stover), seconded by Mr. Ngalla (Ringo) to approve. A voice vote was taken, motion carried all in favor.

Passed 6-0. This will become Resolution 2019-9.

- Consideration and adoption of draft Resolution 2019-J. This is a Resolution of the City of Villa Hills thanking River Ridge Elementary School, Saint Joseph Elementary School and Villa Madonna Academy for participating in the 2019 Government Shadowing Program with the City of Villa Hills.

A motion was made by Mr. Schroer (Baehner), seconded by Ms. Dorgan (Cahill) to approve. A voice vote was taken, motion carried all in favor.

Passed 6-0. This will become Resolution 2019-10.

The next item on the agenda was old and new business.

Old Business: There was no old business.

New Business:

- Mayor Jansen asked for a motion listed under new business to ratify all the decisions of the students.

A motion was made by Mr. Baehner, seconded by Mr. Ringo to approve. A voice vote was taken, motion carried all in favor.

- Ms. Wadsworth gave an update on the Shredding Event. She stated it was very successful and a second one is being planned for June.
- Mayor Jansen thanked all of the students for writing essays. She also thanked the teachers and principals at each of the participating schools.
- Mr. Ringo thanked Villa Madonna Academy Elementary Principal Bosley for hosting the event.

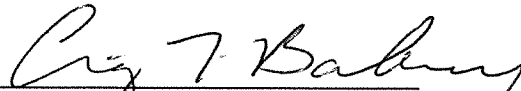
Public Comments: There were no public comments.

A motion was made by Ms. Forton (Wadsworth), seconded by Mr. Schroer (Baehner) to adjourn. A voice vote was taken, all in favor. Time of adjournment was 7:31 p.m.

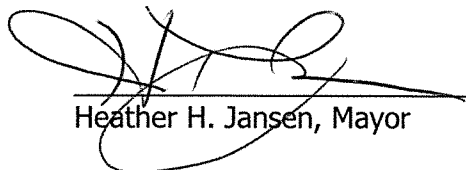
Respectfully submitted,



Elliot Hollis, City Administrator/Clerk-for-a-day



Craig T. Bohman, City Administrator/Clerk



Heather H. Jansen, Mayor