



**Meeting #681 Minutes
February 20, 2019**

Mayor Heather Jansen called the February 20, 2019 meeting of City of Villa Hills Council (Meeting #680) to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mr. Ringo asked for a moment of silence in honor and in memory of a Villa Hills Founder and former Councilmember Lois Bruns Hall. Following the moment of silence, the prayer was given by Mayor Jansen. Councilmember Stover led the pledge. 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
Matt Bogen, City Engineer**

A quorum was present.

The first item on the agenda was approval of the minutes of the Meeting, #680 (January 23, 2019). Motion made by Mr. Ringo, seconded by Mr. Baehner. A voice vote was taken, motion carried all in favor.

The next item on the agenda was presentations.

Presentations:

The first presentation was from the Fire Authority.

- Mr. Ringo and Fire Chief Wendt presented information regarding the Fire Authority and its needs future plans.
- Mr. Ringo noted that the fire facility is out dated and the Fire Authority needs to build a new fire house.
- Chief Wendt discussed the pit falls with the current firehouse built in 1975 such as not having adequate showers, sleeping facilities or laundry to remove contaminants. He noted that the current rate is the same as 0.071 per \$100.00. He noted that other districts are 0.200 per \$100 and our costs are lower due to still having volunteers and not being a part of state retirement system. Chief Wendt pointed out that this is a good time to build because all the equipment is new and there are no anticipated new equipment purchases for many years. He stated that the cost of the project would be \$4 million - \$5 million. Chief Wendt informed the Mayor and Council that 90% of vehicle damage is causing by backing into the parking bays instead of the modern design to pull through the bays.

- Mr. Ringo noted that the Fire Department already owns the land, 4.5 acres total on the site and a new firehouse could have access from Western Reserve and exit via Overlook. Chief Wendt noted that the new fire house can be built while the old one is in use.
- Mr. Ringo noted utility costs are \$1,600 per month and is not energy efficient. Mr. Cahill confirmed the cost.
- Chief Wendt noted a design conference is being held in May in Chicago that He and an assistant chief will attend. He asked for a design committee to include area builders who would help with the design. Mr. Ringo suggested a small committee with 10 to 12 representatives from both cities. He asked Mayor Jansen to contact Mayor Hartfiel to set up the committee.
- Chief Wendt said he will be visiting Cincinnati Fire Department's outlying houses to see newer firehouse designs. Mr. Ringo noted that the firehouse does not need to be a large multi-use building (like Edgewood or Fort Mitchell), it needs to be just a firehouse. Chief Wendt did ask that the facility have public meeting space large enough for department training.
- Mr. Cahill asked Chief Wendt to explain the recent increase in the Fire Department budget. Chief Wendt described the new housing units being added to the area in both Crescent Springs and Villa Hills adding that 2,589 new residents would be a 20% increase over the current population. As a result, Chief Wendt stated that the 2nd ambulance needed to be staffed with paramedics all day instead of two volunteer EMTs at night.
- Mr. Thompson questioned if the roster would need to expanded. Chief Wendt replied that the department is good on staffing, but need to add a paramedic at night. He noted that the demographics in the area are older and need paramedic care.
- Mr. Bohman inquired about the debt service and how that is expected to be funded. Chief Wendt replied that franchise fee or insurance premium tax but thinks franchise fee is the most fair. He noted that Crescent Springs already has a franchise fee that was set up to pay for Erlanger's dispatch which is not longer needed. Chief stated that creating a Fire District was also discussed but that over time the cap on property tax means the department's expenses exceed the revenue. Mr. Ringo also noted that the cities would lose control over the fire department if there was district.
- Mr. Ringo noted financial subcommittee would also be formed and asked that Mr. Cahill serve on that.
- Ms. Stover clarified that the franchise fee would apply to gas and electric bills of residents, businesses, and non-profits. Mr. Baehner confirmed and pointed out that the city discussed a franchise fee in 2014 but did not pursue it. Ms. Stewart noted that the city could go up to 3% on the franchise fee.

The next presentation was from Chris Schneider with Planning and Development Services.

- Mr. Schneider, a planner at PDS, gave a presentation regarding the required comprehensive plan update that must occur every 5 years under state law. He noted that Villa Hills is part of 8 cities in Phase II of comprehensive plan update with the first 10 cities completed last fall and started meeting with Mr. Bohman thereafter. Mr. Schneider pointed out that the update does not change zoning but is a broad stroke overview of future land use. He noted that most of the proposed changes are a result of the River Road study except for two residential parcels behind Ameri-stop that are currently marked as commercial and a density change on Amsterdam near the sewer plant to match the existing lot size. Mr. Schneider described the various residential, mixed use, and industrial future land use areas in the proposed update

for River Road. Ms. Stover and Mr. Bohman explained the change in density from 3 acres a unit to the proposed 2-4 units per acre in the update. Discussion followed about non-conforming lots. Mayor Jansen noted this is the comprehensive plan update and not zoning. Mr. Baehner noted any zoning change would come before Council. Mr. Schneider concurred that final zoning rests with the City Council.

- Mr. Ringo inquired about the source of the various proposed changes. Mr. Schneider replied that they were from the River Road Study and that a taskforce had recommended them. Mr. Bohman follow-up explaining that the River Road study was required following an agreement with the Planning Commission to deny a zone change along River Road to give the city time to address the fact that existing zoning was working for property owners in that area. He described the membership of the taskforce as having residents, property owners, business owners, a developer, and a representative of a maritime business association. Mr. Bohman pointed out that the proposed western industrial section has no one living in it and it was envisioned for fleeting of barges and dry-dock repairs. Mr. Ringo clarified that no resident from "on top of the hill" was on the taskforce. Mr. Bohman stated that there was one resident from the hill top on the panel that was also the developer.
- An approximately hour long back and forth discussion among residents, elected officials, Mr. Schneider and Mr. Bohman ensued. The main points of the discussion include:
 - River Road resident and taskforce participant Steve Coleman and River Road property owners Gary Spade, David Bell, and Lawrence Nagler support the proposed changes. Collectively they asked to be able to develop their land.
 - River Road resident Mike Bartels does not want to see any changes along River Road due to concerns over the safety of Route 8.
 - River Road residents Clint and Sarah Kennedy where not aware of the proposed changes prior to this meeting and are concerned about the proposed new industrial area near their home at the bottom of Amsterdam Road.
 - Margaret Gittner of the Prospect Point Home Owners Association wants the HOA to be kept in the loop as the process continues.
 - George Ann Heights (Arden Drive) residents Mike Schleper and John Kerr, oppose the proposed changes along River Road due to concerns over blocked or altered views from their ridgeline properties and hillside slippage that may damage their property. They collectively expressed concern that the state had attempted to purchase all of River Road due to slippage, the large cost in extending utilities, and believe development on the road is ill-advised and asked that the proposed changes be withdrawn.
 - Councilmember Scott Ringo questioned the likelihood of development given the difficult conditions and expressed concerns that the update was giving property owners on River Road a false hope of future development. He also believed the taskforce did not adequately represent the whole city by leaving out residents who lived on the ridge who purchased property without knowing these changes may occur.
 - Councilmember Seth Thompson expressed concerns that the proposed change was too similar to the Sanctuary process but was comfortable with the fact that the study was not being incorporated into the comprehensive plan like the Sanctuary plan was which will give Council more control over these proposed changes.

- Ms. Stewart described the notice requirements for zone changes which include letters to abutting property, posting of signage, and publication of a notice in the paper.
 - Councilmember Rod Baehner noted that Council is aware of the sensitivity of proposed land use and zoning changes following the Sanctuary issue.
 - Mayor Jansen stated that economic development on River Road could be used as a tool to pull utilities through the area and that the concerns expressed could be addressed through zoning regulations following the Comprehensive Plan update.
- Mr. Schneider noted the previously held open house was the first chance to voice an opinion and that a 2nd chance would be held March 7 at 6:15 p.m. at the Planning and Zoning meeting/hearing. Mr. Thompson urged the public to attend the Planning and Zoning meeting on March 7th. Resident Carol Fenbers expressed concern that the Planning Commission has already made up its mind when it hears evidence and votes on the same night. Councilmember Cathy Stover suggested interested individuals send letters to the Planning Commission concerning their support or opposition to the proposed Comprehensive Plan changes. Mr. Schneider concurred that letters sent to the Planning Commission become part of the administrative record for their decision.

With no further discussion on the Comprehensive Plan changes, the next item on the agenda was Legislation.

Legislation:

- Discussion and approval of draft Municipal Order 2019-A. This authorizes the Mayor to enter into an Inter-local Cooperation Agreement with the Kenton County Sherriff for the provision of a Special Weapons and Tactics (S.W.A.T.) unit.

A motion to adopt Municipal Order 2019-A was made by Mr. Ringo, seconded by Mr. Baehner. A voice vote was taken, all in favor.

Motion carried 6-0. This will become Municipal Order 2019-1.

The next item on the agenda was committee reports.

Committee Reports:

Police:

- Chief Allen gave the Police report.
- Chief Allen stated that it has been a busy month, solved 5 burglaries with one arrest and returned stolen property. He discussed the month calls volume, accidents, citations, case numbers, overtime and training and the number of calls outside of the city. Chief Allen also explained a new monthly report regarding case disposition and charges resulting from each case.
- Mr. Ringo inquired about the difference between a special area check and business check. Chief Allen replied that Special area checks are stop sign and speeding details.

- Chief Allen stated that K-9 Officer Onyxx and Officer Dooley are beginning their joint training. He stated that the K-9 and handler are expected to be fully trained by June. Chief Allen discussed the K-9's pedigree and that his dad is the #3 German Police Dog in the world.
- Resident Carol Fenbers inquired if the K-9 is already trained and regarding payment for Veterinary Bills for the K-9 and Chief Allen replied that dog is partially trained and the City pays for the vet bills and has used drug forfeiture funds and donations. Mr. Baehner pointed out that money will be added to next year's budget for those costs.
- Chief Allen announced that Officer Quintin McCabe had been hired but that we are losing Officer Donnie Powell to another department.

Safety:

- Mr. Baehner gave the Safety Committee report.
- Mr. Baehner noted that Safety Committee had the opportunity to meet K-9 Officer Onyxx. He reported that the committee discussed updating the Business Continuation Plan.
- Mr. Baehner noted discussion about the traffic and parking restrictions on Meadow Wood Drive and suggested Chief Allen do a stealth study to confirm best times.
- Mr. Baehner announced a Speed Sign is on order for Rogers Road near the bridge.
- Mr. Baehner stated that Crescent Springs has asked to lower the speed limit on Bromley Crescent Springs Road. Resident Cindy Wilder of River Road asked not to lower the speed limit. Ms. Stover asked if there was a no truck sign posted for the road. Mr. Baehner stated that there was not a posted truck restriction on Bromley Crescent Springs Road. Discussion followed about trucks using the road and getting stuck.
- Mr. Baehner announced that there would be a Special Safety Committee meeting on March 19th.
- Mr. Ray Proffitt of Lakeshore Drive asked if Municipal Order 2019-A regarding SWAT was denied. Mr. Bohman replied that it had been approved earlier in this meeting.

City Engineer:

- Mr. Bogen gave the City Engineer report.
- Mr. Bogen announced that SD1 approved a cost sharing grant of \$125,916.
- Mr. Bogen noted that easement acquisition for the project is underway.
- Mr. Bogen stated that he and the Public Works Director are evaluating road conditions and will prioritize road work with the committee.
- Mr. Cahill questioned about a start time. Mr. Bogen replied the project would start about a month before school is out.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report. He directed Council's attention to the distributed committee minutes. Pointed out the information about the Buttermilk SNK Pike project.
- Mr. Thompson announced that Ashely Commercial Group had agreed to repair some panels on Felice Drive but are waiting for the home construction to be substantially completed. He noted this will save the city some money.
- Mr. Thompson mentioned the need for Meadow Wood Drive repairs due to construction at the Reserves in Crescent Springs.
- Mr. Thompson noted that Lake Leen Dock will be replaced. Mr. Baehner asked about the timing. Mr. Thompson replied that it will be torn down and replaced when there

is a three day stretch of good weather. Discussion followed about the dock and its replacement.

Events and Beautification:

- Ms. Wadsworth gave the Events and Beautification Committee report.
- Ms. Wadsworth invited Gina Gerwe, and Events and Beautification committee member to the podium to explain the upcoming Shred Day.
- Ms. Gerwe announced that the company Shred It would be at River Ridge 10:00 - 12:00 on April 13th at River Ridge Elementary School. She explained the shred process and asked for City Council to be the main volunteers and asked for suggested sponsorships. Ms. Wadsworth thanked Ms. Gerwe, noted that the budget can handle this new event, and that signage is on order. Mr. Baehner clarified that the sale was not the same weekend as the yard sale. Ms. Wadsworth stated that April was going to have a Spring Clean theme. Mayor Jansen noted that the shred event is the weekend before Easter and the City-wide Yard Sale is the weekend after Easter. Ms. Gerwe thanked Council for their assistance for the event.
- Ms. Wadsworth reported that they met with Crescent Springs for Music Fest and they are looking for ideas and band suggestions.
- Ms. Wadsworth stated the committee discussed starting an adult Easter Egg Hunt for next year, possibly in conjunction with the Civic Club. Mirthful discussion followed.
- Ms. Wadsworth announced that the next meeting will be held March 4th at 6:30 p.m. at 720 Rogers Road.
- Mr. Cahill announced that the Armed Forces 5K Run/Walk will be held May 18th. Mayor Jansen asked that the sign-up be listed on the City website. Mr. Bohman acknowledged it would be added. Resident Jane Terrell of Collins from the Adopt-a Unit committee described the breakfast that the Fire Department hosts and noted that soldiers from our adopted unit usually attend. Mayor Jansen noted the registration details for the public and said that they would be on the city website. Discussion about the event followed.

Finance:

- Mr. Cahill gave the Finance Committee report.
- Mr. Cahill reported that questions were answered by the City Administrator/Clerk to the committee's satisfaction, and the committee recommended approval of the monthly financials.

Mr. Cahill made a motion, seconded by Mr. Baehner to approve the January 2019 Financials. A voice vote was taken, all in favor.

- Mr. Cahill brought Council's attention to a new expense summary report that shows current expenditures as a percentage of the budgeted Year-to-Date amount for all funds and departments on a single page. He noted that Council's job was to see to it that budgeted amounts are not exceeded and if they look like they might be to consider a budget amendment or cut expenses.
- Mr. Cahill noted that FY 19/20 budget review will occur at the March Caucus on March 13th.
- Resident Carol Fenbers of Niewahner asked about the funding for the policing for Crescent Springs. Mr. Bohman replied that Crescent Springs pays Villa Hills for the service and it was appropriate to hire 5 officers to cover calls from Crescent Springs and the department is on budget. Mr. Thompson noted that the city is tracking the

expenses for Crescent Springs separately. Mr. Cahill added that Chief Allen is doing extra work splitting invoices so it could be tracked. Mr. Baehner said that the city was tracking the expenses separately to ensure the agreement was fair to both parties.

Administration:

- Ms. Stover gave the Administration Committee report.
- Ms. Stover noted that the committee spent a lot of time discussing Z-21 and they thanked Mr. Bohman for all of his work on the Z-21 task force. She reported that herself, Mr. Thompson, Mr. Bohman and Mayor Jansen attended a presentation on Z-21. Ms. Stover informed the council and public that Z-21 is meant to simplify and standardize the zoning codes in Kenton County and make zoning more user friendly with graphics and tables. She noted that the process will come back to the city for approval and that the committee would work on the changes.
- Ms. Stover reported that the committee talked about the proposed River Road Study and Comprehensive Plan update. She said that the committee invited residents on River Road to attend this meeting to learn more about the land use update.
- Ms. Stover talked about LED lighting and reported that the committee is working with Duke Energy to obtain updated numbers on the initial costs and monthly savings for the switch out. She noted that Crescent Spring is taking an incremental approach.

Recreation:

- Mr. Ringo gave the Recreation Committee report.
- Mr. Ringo discussed the Villa Hills Civic Club and negotiations are ongoing.
- Mr. Ringo noted that Wayne Slusher will return as the seasonal groundskeeper starting March 15th.
- Mr. Ringo reported that King's Hammer Soccer Club has asked to use the Villa soccer fields for one of their programs. He stated that the city is conferring with Villa Madonna and the Villa Hills Soccer Club to see if the request is feasible.
- Mr. Ringo stated that he agreed to fund the Lake Leen replacement out of the recreational budget.
- Mr. Ringo stated that the committee received a suggestion to establish a dog park but noted the difficulty in finding a suitable location.
- The next meeting would be held March 7, 2019 at 6:30 p.m. in Chambers.
- Mayor Jansen asked about Shadow Night. Mr. Ringo said the event is April 17th at the Villa Madonna Theater.

Fire Authority:

- Mr. Ringo gave the Fire Authority report.
- Mr. Ringo reported that the Fire Authority Board reviewed the financials and that the department completed its first workers Compensation audits in years which may reduce its costs.
- Mr. Ringo announced that the Fire Department has received an ISO II rating and this is a big achievement for a department our size and especially a part-time/volunteer department. He noted that this reduces the insurance premiums for residents and is a result in the strong investment in the fire service by the city. Discussion followed about the reduction in insurance premiums by insurance companies.
- Mr. Ringo reviewed the draft budget proposal for the Fire Authority and noted the increase needed for additional part-time paramedics to staff the 2nd ambulance overnight.

- Mr. Ringo announced that EMS Chief Amy Reis is leaving to study nursing and the new EMS Chief will start April 1st.
- Mr. Ringo thanked Mayor Jansen and Mayor Hartfiel of Crescent Springs for moving the firehouse funding issue forward.
- Next meeting is Monday March 18 at 6:00 p.m. at the firehouse.
- Mr. Baehner stated that the first Thursday dinner of every month is a fundraiser for the CSVFD at the Crescent Springs Skyline, 15% of the proceeds go to the department for all meals. Ms. Stover asked that that information be posted on the website

City Attorney:

- Ms. Stewart noted that she is still working on the lease with the Civic Club and has upcoming meetings with PDS regarding problem properties and ways to address them. She reserved the rest of her report regarding litigation for executive session.

City Administrator:

- Mr. Bohman noted that the Administration Committee made one suggested change to the proposed land use map update and asked Councilmembers if there were any other changes that Council wanted. No additional changes were requested by Council.

Mayor:

- Mayor Jansen asked the public to sign up to the city's email list available both on the city's website and on a sign-up sheet at the door. She noted that the City also has a Facebook page.

Old Business:

- There was no old business brought forward.

New Business:

- Ms. Stover inquired about robo-call messages she was receiving regarding burglaries and snow emergencies in her area. Mr. Bohman noted that there are several products that individuals can sign up for that provide such notifications and that the County dispatch center has used reverse 911 before. Chief Allen replied that the calls are not coming from the police department. Discussion followed about Code Red and Reverse 911. Chief Allen said he would investigate the source of the calls.

Comments:

- Mayor Jansen thanked Public Works for their work in snow removal during recent storms.

Public Comments:

- Ms. Gittner from the Prospect Point HOA thanked Council for their openness in discussing current zoning issues.

At 8:50 pm a motion was made by Mr. Baehner, seconded by Mr. Ringo to enter into Executive Session. A voice vote was taken, all in favor.

At 9:45 a motion was made by Mr. Ringo, seconded by Mr. Baehner to leave Executive Session. A voice vote was taken, all in favor.

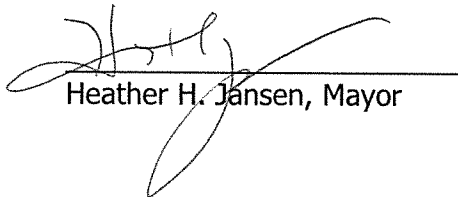
With no further business, at 9:46 Mr. Baehner made a motion to adjourn, seconded by Mr. Ringo. A voice vote was taken, all in favor

Time of adjournment was 9:46 p.m.

Respectfully submitted,



Craig T. Bohman, City Administrator/Clerk



Heather H. Jansen, Mayor