



720 ROGERS RD • VILLA HILLS, KY 41017 • (859) 341-1515 • FAX (859) 341-0012

**Meeting #684 Minutes  
May 15, 2019**

Mayor Heather Jansen called the May 15, 2019 meeting of City of Villa Hills Council (Meeting #684) to order at 6:30 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.

Deputy Clerk/Finance Clerk, Jennifer Lipson, called roll. Those in attendance:

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

**Mary Ann Stewart, City Attorney  
Jennifer Lipson, Deputy Clerk/Finance Clerk  
Chief Allen, Police Department  
Derick Yelton, Public Works Director  
Matt Bogen, City Engineer**

A quorum was present.

The first item on the agenda was approval of the minutes of the April council meeting #683. Motion made by Mr. Cahill, seconded by Mr. Baehner. A voice vote was taken, motion carried all in favor.

The next item on the agenda was presentations.

**Presentations:**

Officer James Thomas is the newest member of The Villa Hills Police Department. Mayor Jansen administered the Oath of Office to Officer Thomas.

Senator Chris McDaniel was present and addressed Mayor and Council with the State Legislative Update for 2019. Senator McDaniel advised Mayor Jansen that he will reach out to her in the fall to see where he can get help for the city. Senator McDaniel provided a summary of numerous bills that were introduced, some which passed, others had failed. Some notable ones for the City were: Senate Bill 60, which changes the deadline for filing to run for office, House Bill 364, which was amended to state that non-profits would not pay sales tax on admissions, or fundraisers. Fundraisers were defined as 1 time events, such as a 2 or 3 day festival. It does not include a non-profit that operates something like a bookstore which is open daily, they would still pay sales tax. House Bill 358 dealing with quasi-governmental agencies and pension, was overridden by the Governor. House Bill 268, funding

was restored to Area Development Districts in Kentucky. Senate Bill 1 will require a school resource officer and a counselor in all schools, both elementary and high school. Senator McDaniel said Senate Bill 31 could affect residents who foster children, this bill will allow for sibling visitation while in foster care.

Mayor Jansen then presented her Budget Message and Proposal for FY 2019/2020. Council asked for clarification on when discussion will be held on the Budget numbers. Mayor Jansen and Mr. Ringo stated that Caucus meeting will be on June 12, 2019, to discuss the budget in detail. Council Meeting will be on June 19, 2019, where the second reading for the budget will be up for vote.

The next item of business was legislation.

**Legislation:**

- **2<sup>nd</sup> Reading and Approval of draft Ordinance 2019-C.**

Ms. Stewart gave a second reading to draft Ordinance 2019-C. An ordinance of the City of Villa Hills, in Kenton County, Kentucky, 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. A motion was made by Mr. Baehner and seconded by Ms. Stover. A roll call vote was taken:

<b>Mr. Baehner</b>	<b>Y</b>	<b>Ms. Stover</b>	<b>Y</b>	<b>Mr. Cahill</b>	<b>Y</b>
<b>Mr. Ringo</b>	<b>Y</b>	<b>Mr. Thompson</b>	<b>Y</b>	<b>Ms. Wadsworth</b>	<b>Y</b>

Motion carried with 6-0. This will become Ordinance 2019-3

- **1<sup>st</sup> reading and discussion of draft Ordinance 2019-D**

A budget ordinance for the City of Villa Hills, Kentucky pursuant to KRS 91A.030 (10) for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by estimating revenues and resources and appropriating funds for the operation of city government and providing that no monies shall be expended by or on behalf of the City of Villa Hills except in accordance herewith.

- **Draft Municipal Order 2019-F**

Authorizing the Mayor to sign to enter into an Interlocal Cooperation Agreement with the Kenton County Board of Education to provide School Resources Officer services beginning July 1, 2019.

Ms. Stewart presented draft Municipal Order 2019-F. A question was raised in regards to a Senate Bill that Senator McDaniel had mentioned in his Legislative update, regarding whether or not private schools will be required to have a School Resource Officer. Ms. Stewart felt that it was unclear and may need some clarifications. A motion was made by Mr. Ringo, seconded by Mr. Baehner. A voice vote was taken. All in favor.

Motion carried with 6-0. This will become Municipal Order 2019-7

- **Draft Resolution 2019-K authorizing the mayor to make application for and, upon arrival, to enter into an agreement with the Kentucky office of homeland security (KOHS), to execute any documents which are deemed necessary by KOHS to facilitate and administer the project and to act as the authorized correspondent for this project.**

Ms. Stewart presented draft Resolution 2019-K. A motion was made by Ms. Wadsworth, seconded by Mr. Baehner. A voice vote was taken. All in favor.

Motion carried with 6-0. This will become Resolution 2019-11

## **Committee Reports:**

### **Police:**

- Chief Allen gave the Police report.
- Chief Allen stated that it has been a busy month, 1,334 the calls total. The department had reports of 2 auto thefts, both vehicles have been recovered. He is reminding residents to remove all valuables and lock their vehicles. DO NOT leave key fobs in vehicles, most of the time, a person only has to touch the handle and they have access to the vehicle and contents. He discussed the month calls volume, accidents, citations, case numbers, overtime and training and the number of calls outside of the city.
- Chief Allen stated that they had an arson in Crescent Springs. Unfortunately, they know who did it, but they are unable to prove it at this time.
- K-9 Officer Onexx and Officer Dooley are continuing their training, Onexx has been nationally certified in patrol and is now on the street. He is starting training in drugs, and will have National certification in drug work upon completion of training in June.
- August 7, 2019 – Save the Date – This is the date for the Night Out at Villa Madonna Sports Complex from 6:00 pm – 8:30 pm. The Police Department, Fire Department, Helicopter and our K9 are all confirmed to attend.
- Rogers Road speed sign has already seen a great reduction of speed on the hill. This has been done with stepped up enforcement and speed signs.
- Council asked about other streets, Chief Allen advised that they are working to purchase a radar trailer in the next budget. This will have effects on more streets, with the ability to move the trailer as needed.

### **Safety:**

- Mr. Baehner gave the Safety Committee report.
- Mr. Baehner noted that the traffic and parking restrictions on Meadow Wood Drive have been very effective.
- Mr. Baehner noted that as the Chief had reported, the Speed Sign on Rogers Road near the bridge, has been effective. Mr. Baehner also noted that there was discussion about increasing the speed limit on Rogers from 20 to 25, there was no action taken in committee.
- Mr. Baehner stated that they had discussed adding a flashing pedestrian sign at Amsterdam and Palomino.
- Mr. Baehner asked that when Council or staff see false information on social media, that they politely dispute when needed.
- Mr. Baehner announced that the next Safety Committee meeting will be on June 11<sup>th</sup> at 6:30 pm.

### **City Engineer:**

- Mr. Bogen gave the City Engineer report.
- Mr. Bogen announced that Buttermilk Pike project was sent to state on April 18<sup>th</sup>, and there has been no response yet. Uncertain on when bids will go out, but he is hoping

to have a response from the state by the end of May. If that happens the bids will be out by mid-June.

- Buttermilk and Rogers request to have a striped crosswalk added for safety of pedestrians, that has been added to the project.
- Buttermilk Pike and Collins Road signal project has started and should be done by the end of the Fiscal Year, as long as weather cooperates.
- Storm drainage issues in several areas of the city. SD1 will work with homeowners on private party cost sharing grants. A list has been started on those.
- Amsterdam Road drain issue originated in the right of way. Contact was made with the state and they are going to work on this issue.
- Mr. Ringo inquired about the pothole at Collins and Buttermilk. Mr. Bogen and Mr. Yelton advised that it was a state road. Mr. Yelton and Ms. Lipson both advised the pothole and been reported a few times to the state. Mr. Yelton will follow up again.

#### **Public Works Committee:**

- Mr. Thompson gave the Public Works Committee report. He directed Council's attention to the distributed committee minutes.
- Mr. Thompson announced that Lake Leen dock is completed. Public Works Committee and Events and Beautification Committee are working together on adding flowerpots and possibly a bench to the dock.
- Mr. Thompson mentioned that the arrows were installed on Prospect Point.
- Mr. Thompson noted that Palomino Storm sewer repairs should be finished by the end of the week.
- Public Works Committee is compiling a list of possible applications for SD1 50/50 Cost sharing applications, used for work located in the right-of-way. A list of locations was provided.
- Mr. Thompson advised that the committee was exploring alternative locations for the salt bin, if an agreement can't be reached with the civic club.
- Dump trucks are going across bridge on Rogers, which are over the weight limit. Craig is talking with Rumpke as well about changing their routes. The Rumpke trucks are fine when unloaded, but when they come back across they are over.
- Kentucky Transportation Cabinet has a Rural and Municipal Aid program, which is an insurance program that the City would pay 3% of its municipal road aid dollars into, which would equate to \$4,200 currently. Mr. Thompson stated the committee looked back several years and cannot come up with a situation in which we would have qualified to receive a payout. His committee does not feel it is worth it, but would like to know what the Finance Committee thinks.

#### **Public Works**

- Mr. Yelton followed up on the concern about potholes and a report about the sign at Amsterdam and Collins that is bent over. He will follow up with state on the issues.
- Mr. Yelton reported that they will begin tear out and replacement at Sunglow and Thirs, a water main break has caused damage to that area. Public Works will be working on repairs, Water District will reimburse for materials.
- Other areas that will be worked on will be Woodchuck; and drainage work on Palomino.
- Matt Loschiavo is working on his Road Scholar and Road Masters training currently.
- Corey Schalk has been working on materials and pricing on supplies and material for recreation.

- Villa Soccer Fields have been aerated and sod placed in goal areas. Money in the Park and Recreation budget will allow for the Villa Sports Complex lots to be seal coated, this will occur in June for an estimated price of \$11,350.
- Mr. Yelton thanked Mayor Jansen and Mr. Jansen for their donation of the signage for the Lake Leen dock advising not to feed the ducks.
- Public works will work on building benches and Matt will lead this project.

#### **Events and Beautification:**

- Ms. Wadsworth gave the Events and Beautification Committee report.
- Ms. Wadsworth advised that Paper Shredding Take 2 will occur on Saturday, June 15 from 10-12. There will be 2 trucks at this event. The committee is looking for teenage volunteers to help out moving the bags and boxes of material to be shredded.
- An off duty officer will be providing oversight at the shred day event. The committee is looking for sponsors for the event.
- Yard sale included Crescent Springs this year. Ms. Wadsworth will meet with staff to see how that went and how to make it easier.
- Ms. Wadsworth is working with Ladies' group from Civic Club to see how they can rebuild relationship between the two and make events like Easter Egg Hunt and Haunted Trails work out.
- Ms. Wadsworth advised that she will be working on helping give the City building a refreshing facelift on the interior over the summer.
- Ms. Wadsworth said the committee is working on having a Photography contest later in the summer. They will be looking for photos from Villa Hills. The categories will be of places, nature, old pictures and newer pictures. These pictures will be displayed in the city building using existing frames.
- Ms. Wadsworth stated the committee is planning a City employee luncheon to show appreciation to the employees. The lunch will be catered and will occur in June. Any employees not able to attend, food will be set aside for them, for when they work next, such as the night shift officers.
- Ms. Wadsworth announced that the next meeting may be called as a special meeting, to allow her to attend both the Committee meeting and the Garden Club meeting, which currently occur on the same day and overlap on times. The next meeting is currently scheduled for June 10<sup>th</sup> at 6:30 p.m. at 720 Rogers Road.

#### **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 April 2019 Financials. A voice vote was taken, all in favor.

- Mr. Cahill stated that Mayor Jansen had presented her budget for the Fiscal Year 2019/2020 to the committee. They had discussion in the committee about the proposed zero increase in property tax and its effect on future years. The committee elected to recommend the budget to council as written.
- The committee reviewed the State insurance policy to set aside 3% of Municipal Road Aid money. Since the Public Works Committee could not think of a road emergency in

the last several years that would qualify, the committee recommends against the policy.

- The next meeting will be held on June 17, 2019 at 7:00 pm.

**Administration:**

- Ms. Stover gave the Administration Committee report.
- Ms. Stover noted that the committee spent more time discussing Z-21. She stated they are looking to see if there are any zones that they feel that they do not need. Someone asked about adding a zone, Craig had advised that PDS and the consultants they had hired would frown upon that after all the time and effort already put into it. There will be a comprehensive discussion in the future.
- Ms. Stover advised there was no update on the LED street lighting. Due to Duke having someone out on leave. There were also errors that need to be corrected as well.

**Recreation:**

- Mr. Ringo advised that the committee did not have a quorum, therefore they did not meet.
- Mr. Ringo advised there was a threat of litigation on the Civic Club lease, but he was reserving all discussion for Executive Session.
- The next meeting would be held June 13, 2019 at 6:30 p.m. in Chambers.

**Fire Authority:**

- Mr. Ringo advised the Fire Authority has not met yet in May, so no report.
- Mr. Ringo advised there is an issue of litigation to be discussed in Executive Session.
- Next meeting is Monday May 20 at 6:00 p.m. at the firehouse.

**City Attorney:**

- Ms. Stewart reserved her report for executive session.

**City Administrator/Clerk:**

- Ms. Lipson was present for Mr. Bohman and advised she had nothing to report.

**Mayor:**

- Mayor Jansen thanked Mr. Ringo for putting together Shadow Night.
- Mayor Jansen went to Career Day at River Ridge and saw familiar faces thanks to Shadow Night.
- Reminder that the Armed Forces 5K will be on Saturday.
- Villa Hills Garden Club plant sale went really well the last weekend.
- Updates for happenings in the city, and news, sign up on our website through the city page, and also the Facebook page.

**Old Business:**

- Vera Cruz – still actively being worked on. Mr. Ringo advised the grass needs to be cut.
- Sanctuary – final permit has not been issued from the Army Corps of Engineers yet, so no work can be started until that is in hand.

**New Business:**

- No new business



**Comments:**

- No comments from Council or staff.

**Public Comments:**

- Ms. Schwarte from Arden Drive addressed council in regards to his neighbor who has a beehive located in his rear yard, approximately 10 feet off the fence that runs between the homes. Mr. Schwarte asked what can be done and would like to see the Council adopt an ordinance to prevent the hives from being permitted in a residential zone. Mr. Ringo asked Ms. Stewart, if the City enacts such an ordinance, would it help Mr. Schwarte, or would the neighbor be grand-fathered in. Ms. Stewart advised that he would likely be grand-fathered since the hives are currently in existence. Council referred the issue to Administration Committee for a recommendation.
- Ms. Shelly Fuller from Observatory Drive addressed Council on several issues. She inquired on who was responsible for a part of Amsterdam Road where there is a giant hole. Mr. Yelton informed her that the area she was inquiring about is in Bromley and that it was being worked on. Ms. Fuller also asked about several potholes on Collins, Buttermilk and some Amsterdam. Mr. Yelton stated that he would follow up with the Kentucky Highway Department about the potholes, as all of the roads in question are state roads. Ms. Fuller also wanted to inform Council that the speed limit sign on Amsterdam near River Ridge was missing and hoped it could be replaced. Mr. Yelton advised that he would have it replaced.

At 8:42 pm a motion was made by Mr. Ringo, seconded by Ms. Stover to enter into Executive Session, pursuant to KRS 61.810(c). A voice vote was taken, all in favor.


At 9:51 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 9:52 Mr. Ringo made a motion to adjourn, seconded by Mr. Baehner. A voice vote was taken, all in favor

Time of adjournment was 9:52 p.m.

Respectfully submitted,

  
Jennifer L. Lipson, Deputy Clerk/Finance Clerk

  
Heather H. Jansen, Mayor