



**Meeting #687 Minutes
August 21, 2019**

Mayor Heather Jansen called the August 21, 2019 meeting of City of Villa Hills Council (Meeting #687) to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Jansen led the prayer and the Pledge of Allegiance. Mayor Jansen asked for a moment of silence in honor of former Council Member, Louis Maschinot. City Administrator/Clerk Craig Bohman called the roll. Those in attendance:

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

**Mary Ann Stewart, City Attorney
Craig T. Bohman, City Administrator/Clerk
Sergeant Matt Hall, Police Department
Derick "Buck" 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 July 17, 2019 council meeting #686. Motion was made to approve as amended by Mr. Ringo, seconded by Mr. Baehner. A voice vote was taken, all in favor.

The next item on the agenda was presentations.

Presentations:

- Mayor Jansen introduced Officer Richard Robbins. Mayor Jansen administered the Oath of Office to Officer Robbins and presented him with his badge.
- Energy Innovation Act: Teresa Werner, Citizens Climate Lobby.

Teresa Werner of Sunslow Drive, and Beth Jackson from Cedar Brook Drive, both from Citizens Climate Lobby, gave a presentation on efforts to create Climate Change policies, The Energy Innovation and Carbon Dividend Act, and the impact of Climate Change on local communities. Mr. Ringo stated that Villa Hills was the place for the Citizens Climate Lobby to start because the speakers live in the city. Mr. Thompson stated that he could support the Resolution and that the City could do more with LED street lights and hybrid cars. Discussion followed.

- Consideration and adoption of draft Resolution 2019-L A Resolution supporting efforts to create policies relating to Climate Change.

Mr. Ringo made a motion to approve, seconded by Mr. Thompson. No amendments to the original draft of Resolution 2012-L were made. A voice vote was taken, all in favor.

Motion carried 6-0. This will become Resolution 2019-12.

The next item of business was legislation.

Legislation:

- Ms. Stewart gave a 1st Reading of draft Ordinance 2019-G. This is an Ordinance of the City of Villa Hills levying an ad valorem real estate tax of 23.0 cents per each on hundred dollars in real estate valuation within the City and providing for interest and penalty charges for late payment; and levying a personal property tax of 7.3 cents per each one hundred dollars in valuation of personal property within the City.

Mr. Bohman explained that the proposed rate is the same as last year's rate.

- Ms. Stewart gave a 1st Reading of draft Ordinance 2019-H. This is an Ordinance of the City of Villa Hills amending the Personnel and Pay Classification Plan of Non-Civil Service Employees.

Mr. Bohman explained that even though Council approved a 3% raise, one employee was unable to receive the full amount due to hitting the maximum of the salary range for the position. He noted that the Administration Committee recommended increasing the range of the position to accommodate the full raise while job analysis was performed on administration positions for potential reorganization.

- Consideration and adoption of draft Resolution 2019-M. This is a Resolution of the City of Villa Hills accepting the bid of Paul Michels and Sons, Inc. for work on Lakeshore and Lake Court in the amount of \$288,244.50 and authorizing Mayor Jansen to sign a contract for the same.

Mr. Thompson explained the scope of the project and Mr. Bohman provided a spreadsheet showing the financing for all of the fiscal year road projects. Discussion followed. Mr. Ringo made a motion to approve, seconded by Mr. Baehner. A voice vote was taken, all in favor.

Motion carried 6-0. This will become Resolution 2019-13.

- Consideration and adoption of draft Resolution 2019-N. This is Resolution of the City of Villa Hills accepting the bid of Fyda Freightliner Cincinnati for a new dump truck in the amount of \$138,844.00 and authorizing Mayor Jansen to sign a contract for the same.

Discussion followed regarding debt service and the expected sale price of the old truck. Mr. Thompson made a motion to approve, seconded by Mr. Baehner. A voice vote was taken, all in favor.

Motion carried 6-0. This will become Resolution 2019-14.

- Consideration and approval of draft Resolution 2019-O. This a Resolution of the City of Villa Hills authorizing Mayor Jansen to sign an amendment to the agreement with the Commonwealth of Kentucky, Transportation Cabinet, Department of Highways for the installation of the road improvements on State Route 371.

Discussion followed about specific design concepts. Mr. Ringo asked that the City move Collins Road intersection slightly to the east to minimize impacts on the corner property. Council agreed. Mr. Cahill made a motion to approve, seconded by Ms. Stover. A voice vote was taken, all in favor.

Motion carried 6-0. This will become Resolution 2019-15.

- Consideration and approval of draft Resolution 2019-P. This is a Resolution of the City of Villa Hills accepting the bid of Riegler Blacktop for the Buttermilk Pike SNK project in the amount of \$1,348,756.40 and authorizing Mayor Jansen to sign a contract for the same.

Discussion followed regarding project timing and phasing. Mr. Thompson made a motion to approve, seconded by Mr. Baehner. A voice vote was taken, all in favor.

Motion Carried 6-0. This will become Resolution 2019-16.

The next item on the agenda was committee reports.

Committee Reports:

Police:

- Sergeant Hall gave the Police Department report.
- Sergeant Hall reported on traffic stops, accidents, tickets and open cases. He noted that the department has closed 575 out of 690 cases. He also reported on training, overtime hours, and K9 training.
- Sergeant Hall recapped St. Joseph's Festival and Safety Night. Both events went well.
- Sergeant Hall announced that the department will be fully staffed as of next week.
- Mayor Jansen noted that the City has posted rules for passing school buses on social media.
- Discussion took place regarding improving the quality of the maps in the police report.
- Council asked various questions about certain instances and the high number of accidents at intersections.
- Mr. Cahill inquired about the pending eviction on Lost Valley Court. Ms. Stewart explained the timing of the court ordered eviction.
- Mr. Thompson stated that it was nice to have a Villa Hills K-9 providing the demonstrations at Safety Night.

Safety:

- Mr. Baehner gave the Safety Committee report.
- Mr. Baehner introduced Nathan Harmon, and Eagle Scout candidate and described his project to add signage about "Share the Road" in regard to Bicyclists. Mr. Harmon distributed information about his project and described the reasons for his project. Discussion followed with suggestions.

- Mr. Baehner reported that Emily Stover brought a proposal for a crosswalk at Colina Drive and Amsterdam Road and the committee unanimously supported the proposal.
- Mr. Baehner reported on the completion of the new traffic signal at Buttermilk Pike and the teardown of 2727 Vera Cruz Drive.
- Mr. Baehner noted that parking restrictions on blind spots on Valley Trails Drive and Wesley Drive will be up for the 1st reading at the next meeting.
- Mr. Baehner discussed the first meeting of the new Crescent Springs traffic safety committee and the impact new development in both cities is having on local traffic.
- Mr. Baehner stated that Chief Allen is checking on additional parking restrictions for Niewahner Drive and Summe Court.
- Discussion ensued about adding a mid-block crosswalk on Amsterdam.
- Ms. Stover asked about the no left turn out of the new Panera Bread Store. Sergeant Hall said that the Police department will enforce that restriction required by the state. Discussion followed about new developments, traffic impact studies, and Buttermilk.
- Mayor Jansen offered condolences to Mr. Baehner's family for a recent loss.

City Engineer:

- Mr. Bogen presented the City Engineer's report.
- Mr. Bogen discussed the close-out of the Buttermilk Pike and Collins Road signal project, needed restoration on the corner of Buttermilk, the sink hole at the Crescent Springs city sign and that SD1 will video the pipes nearby to see if they are causing the problem. A follow-up inspection is scheduled for November.
- Mr. Bogen noted the concrete panel replacement and the contract issue with vendor JPS. Council decided not to rebid concrete panel replacement and complete the work underway with the funds that are remaining.
- Mr. Bogen updated various cost sharing applications. All remaining homeowners withdrew their requests for applications.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson noted that the 932 Palomino Drive project is hung up due to a dispute.
- Mr. Thompson inquired about talking with Rumpke and the Bridge. Mr. Bohman stated that he met with Rumpke and that he noticed a change in the pick-up pattern.
- Mr. Thompson reported that restriping is being reviewed.
- Mr. Thompson reported that the sidewalk on Short Amsterdam is \$166K and will install sidewalks but also include work to shore up the creek side from slippage. Mr. Ringo stated that if the County wants the project, the County should pay for it and noted that Short Amsterdam is a former county road that was handed over to the city. Discussion followed regarding the need for the project and the pros and cons of the project
- Mr. Thompson reported on the Kenton County and the Boone County Road Department program of evaluating roads every 5 years with ground penetrating radar and the possibility of adding Villa Hills to the project. Based on the County's cost five years ago, the estimate is about \$4,000 for Villa Hills to participate. Questions and discussion followed. Consensus emerged to get a quote to participate.

Public Works Director Report:

- Mr. Yelton gave the Public Works Director's report.
- Mr. Yelton noted that Lakeshore is a full depth replacement and that Lake Court is an asphalt overlay.
- Mr. Yelton reported that restriping streets and sidewalks will cost \$18,000 to \$20,000.

- Mr. Yelton noted that the Public Works Department is cutting 26 acres of grass every week and discussed fencing, gravel for Franzen Filed parking lot, and completing various concrete and replacement projects. He described various drainage issues in the City, and Mr. Yelton thanked Council for supporting the new dump truck.
- Mr. Yelton noted that Mr. Slusher is starting to prep the fields for winter and Mr. Schalk is spraying for insects.
- Mr. Yelton stated that Villa Madonna's and Franzen's steel bleachers are being removed for safety reasons. He noted that the aluminum bleachers are being resized to comply with safe height requirements.
- Ms. Yelton thanked The Civic Club President Bob Ulrich and his wife Tracy for clean-up following Fire in the Hills, Kenton County Engineer Nick Hendrix for his help on projects, The Garden Club, Crescent Springs Public Works for sharing equipment and Chief Wendt and the Fire Department for their help anytime they are needed.
- Council members asked questions and for clarification on various projects. Mr. Yelton answered their questions.

Events and Beautification:

- Ms. Wadsworth stated that there was no Events and Beautification meeting this month.
- Ms. Wadsworth reminded the public about upcoming events such as the 9-11 Service, Garden Club meeting, The Garden Club Music Party, Music Fest and Haunted Trails.
- Ms. Wadsworth announced the Photo Contest and directed interested residents to the City website. Selected photos will be framed and hung in the city's buildings.
- Next Meeting is September 9th at 6:30 in the Administration Conference Room.

Finance:

- Mr. Cahill gave the Finance Committee report.
- Mr. Cahill made a motion to approve the updated June Financials subject to audit, seconded by Ms. Stover. A voice vote was taken, all in favor.
- Mr. Cahill made a motion to approve the July Financials, seconded by Mr. Baehner.
- Mr. Cahill noted that the Events and Beautification requested to shift line item totals and rename "Tree Lighting" to "Christmas in the Park".
- Mr. Cahill updated Council on the status of the draft investment policy and the next steps. He thanked Mr. Bohman for creating the spreadsheet showing the Buttermilk sources of funding.
- Next Meeting is September 16 at 7:00 in Council Chambers.

Administration:

- Ms. Stover noted that the committee continues to discuss Z-21, that Mr. Bohman and Mr. Wallace from the committee attended a Z-21 meeting at Planning and Development Services in July and that the next meeting will be in September.
- Ms. Stover explained the need to amend the pay and classification ordinance to give one employee who hit the maximum pay rate for their position before the full raise could be applied. She noted that herself, Mayor Jansen and Mr. Cahill will be interviewing Mr. Bohman to determine if changes need to be made to in the duties of the various administration department positions.
- Ms. Stover stated that the next meeting would be held September 4th at 6:30 in the Administration Building Conference Room.

Recreation:

- Mr. Ringo advised that there was no meeting in August due to lack of a quorum.
- Mr. Ringo stated that the next meeting will be held September 12th and will be a walkthrough of Franzen Field.

Fire Authority:

- Mr. Ringo gave the Fire Authority Report.
- Mr. Ringo noted the monthly run numbers. He reported that there were 3 new recruits in training. Mr. Ringo stated that Chief Wendt is in conversation with the school principals to schedule fire drills for the new school year.
- Mr. Ringo further discussed traffic issues with Panera, the proposed Starbucks, and the Anderson intersection.
- Mr. Ringo stated that the Fire Department has planned an alternative route to access the city during the Buttermilk project.
- Mr. Ringo noted that the 1st Fire House committee meeting had taken place and that the committee asked for funds for an assessment of the current fire house. He reported that Crescent Spring already approved their \$6,000 portion. Discussion followed about the need for a future budget amendment and funding for the firehouse committee.

Mr. Ringo made a motion to provide \$9,000 for the \$15,000 needed for the assessment by an engineering firm, seconded by Ms. Wadsworth. A voice vote was taken, five in favor. Mr. Cahill abstained.

Motion carried 5-0-1. This will become Municipal Order 2019-10

- Ms. Stover expressed concerns about adding a Starbucks to the congestion on Amsterdam Road and Buttermilk Pike. Discussion followed on this issue and the recent Fire Department BBQ fundraiser.

City Attorney:

- Ms. Stewart asked for Executive Session to discuss litigation.

City Administrator/Clerk:

- Mr. Bohman noted that 2019 Property Tax bills will be mailed out soon.

Mayor:

- Mayor Jansen brought up the topic of franchise agreements. Ms. Stewart explained the process of setting up franchises with Telecommunications companies and Duke. Mr. Bohman noted that most of the other cities in Kenton County are instituting franchises and are working together to craft similar agreements.

Old Business/New Business: There was no old business. No new business was brought forward.

Public Comments:

- Dinah Devoto of Vera Cruz Drive discussed the emotional toll on her of watching the building and trees on Vera Cruz being removed and asked for assurance that the remaining trees are going to remain and demanded to know why there was such devastation to the trees on the site.

- Mr. Baehner replied that it was due to safety issues.
- Ms. Stewart stated that the trees were concerns in the code report.
- Mayor Jansen explained the results of an arborist report and discussed the potential of one of the trees to fall later on.
- Back and forth discussion took place with Ms. Devoto regarding various trees and their removal.

At 9:03 p.m. a motion was made by Ms. Stover, seconded by Ms. Wadsworth to enter into Executive Session. (61.810 1cc) A voice vote was taken, all in favor.

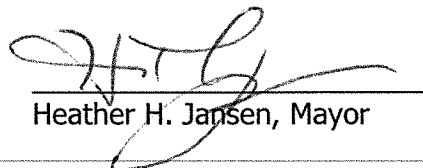
At 9:58 a motion was made by Mr. Ringo, seconded by Ms. Stover to leave Executive Session.

With no further business, at 9:58 Mr. Ringo made a motion to adjourn, seconded by Mr. Baehner. A voice vote was taken, all in favor

Time of adjournment was 9:58 p.m.

Respectfully submitted,


Craig T. Bohman City Administrator/Clerk


Heather H. Jansen, Mayor
