



**Meeting #692 Minutes
January 15, 2020**

Mayor Heather Jansen called the January 15, 2020 meeting of City of Villa Hills Council (Meeting #692) 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. City Administrator/Clerk Craig Bohman called the roll. Those in attendance:

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

**Bryce Rhoades, City Attorney
Craig T. Bohman, City Administrator/Clerk
Bryan Allen, Chief of Police**

C. Stover was absent.

A quorum was present.

Mayor Jansen announced that Julia Kremer passed away at age 98 and was a member of one of the founding families of Villa Hills and Kremer's Market. The Mayor commemorated her achievements.

The first item on the agenda was approval of the minutes of the December 18, 2019 council meeting #691. Motion was made to approve by Mr. Baehner, seconded by Ms. Wadsworth. A voice vote was taken, all in favor.

The next item on the agenda was a presentation by Ms. Wadsworth of the Photo Contest Winners. Ms. Wadsworth stated that there were 40 applications and 19 Honorable mentions.

- 3rd Place Photo winner – Margaret Gittner
- 2nd Place Photo winner – Amy Holtzman
- 1st Place Photo winner – Brad Monohan

Ms. Wadsworth stated that the pictures would be hung in the City Building. Mayor Jansen congratulated the winners.

The next item on the agenda was a presentation by Fire Chief Jeff Wendt. He presented the Annual Fire and EMS reports. Highlights include that fire runs split between the cities evenly, but EMS runs are heavier in Villa Hills. He noted that the department is Class 2 which only 1% of departments. Chief Wendt also noted that Narcan use is down thanks to the efforts of the Police Department.

Questions were asked of Chief Wendt about the end of the Car seat installation program and the end of the Bromley EMS contract. Chief Wendt replied to the questions.

The next item of business was legislation.

Legislation:

2nd reading and approval of draft Ordinance 2019-M. This is an Ordinance of the City of Villa Hills Enacting Title V, Chapter 52 of the Codified Ordinances of the City of Villa Hills Adopting Small Cell Tower Design Guidelines.

Mr. Baehner made a motion to approve, seconded by Ms. Wadsworth. Mr. Ringo questioned the need for additional regulations and inquired how these regulations were different than the Planning Commission's regulations on mini-cell towers. Mr. Rhoades replied that they were more stringent. The votes were as follows:

Mr. Baehner	<u>Y</u>	Ms. Stover	<u>Absent</u>
Mr. Cahill	<u>Y</u>	Mr. Thompson	<u>Y</u>
Mr. Ringo	<u>Abstain</u>	Ms. Wadsworth	<u>Y</u>

Motion Carried 4-0-1-1. This will become Ordinance 2020-1.

At staff's request Mr. Baehner made a motion, seconded by Mr. Ringo, to table Ordinances 2019-O and 2019-P Electric and Natural Gas Franchises.

- Lengthy discussion followed regarding draft Ordinance 2019-N the Telecommunication Franchise, various Federal Communication Commission rules involving cable franchises, the 1996 Telecommunications Act, Cincinnati Bell's conversion from a phone company to a cable company, the justification for the city to have differing franchise terms with companies in different industries, and the difficulties in negotiating agreements.
- Mr. Baehner amended the previous motion to include tabling Ordinances 2019-N, 2019-O and 2019-P to a future meeting. Mr. Cahill seconded this motion. A voice vote was taken, all in favor, 5-0.

1st reading and discussion of draft Ordinance 2019-K. This is an Ordinance Amending, Repealing, or Readopting Ordinances 2-1982, 10-1994, 9-1999, 3-2004, 6-2014, 7-2014 and Various Sections of the Villa Hills Code of Ordinances to Re-Establish the City Offices of Full-Time City Clerk and Full-Time City Administrator for the City of Villa Hills, Pursuant to KRS 83A.085 and KRS 83A.090.

- Mr. Rhoades gave a 1st reading of draft Ordinance 2019-K. Mr. Cahill explained the Committee's work on splitting the City Administrator/Clerk position into two positions.
- Mr. Ringo asked Council to consider adding a requirement that the Administrator attend the meetings. Mr. Cahill pointed out that the job description can be amended to accommodate that request.
- Mr. Thompson questioned about the section of the code regarding the old sticker fee. Mr. Bohman replied that the section could be removed from the code because it is not needed to collect delinquent accounts as they have all been written off. Mr. Rhoades suggested making that change as a separate ordinance.

- Mr. Ringo inquired of Administration Committee member Rob Kauffman if the Committee is supportive of the change. Mr. Kauffman replied absolutely and that the committee's intent is to have the two individuals be successful in their roles so the City can be successful.

Consideration and adoption of draft Municipal Order 2020-A. This is a Municipal Order amending the Villa Hills Police Department Rules and Regulations to comply with new accreditation standards.

- Chief Allen explained the 6 new policies needed for reaccreditation.
- Mr. Cahill questioned about if staffing, equipment, and facility plans are adequate for reaccreditation. Chief Allen replied that they were.

Mr. Baehner made a motion to approve, seconded by Ms. Wadsworth. A voice vote was taken, all in favor 5-0.

This will become Municipal Order 2020-1.

Consideration and adoption of draft Resolution 2020-A. This is a Resolution of the City of Villa Hills appointing Councilmember Cathy Stover as the City's Representative to the Planning and Development Services Council and appointing Mayor Heather Jansen as the alternate expiring December 31, 2020.

- Mayor Jansen noted that she decided to be the alternate due to upcoming changes with Kenton County Planning and Development Services by-laws.

Mr. Cahill made a motion to approve, seconded by Mr. Ringo. A voice vote was taken, all in favor 5-0.

This will become Resolution 2020-1.

Discussion and approval of draft Resolution 2020-B. This is a resolution of the City of Villa Hills Appointing Councilmember Scott Ringo to the Ohio-Kentucky-Indiana Regional Council of Governments Board of Directors for a term ending December 31, 2020.

Mr. Baehner made a motion to approve, seconded by Ms. Wadsworth. A voice vote was taken, all in favor 5-0.

This will become Resolution 2020-2.

Ms. Wadsworth inquired when Shadow Night would be held. Mr. Ringo stated that it would be held April 22, 2020.

The next item on the agenda was committee reports.

Committee Reports:

Police:

- Chief Allen gave the Police report.
- Chief Allen reported on last month's citations, accidents, crimes, overtime and training. Council asked various questions and Chief Allen responded.
- Chief Allen presented the Annual Police Report. He reported that there was 16,334 calls in 2019, 98.17% of all cases are resolved, 259 crimes reported, 2300 warnings or citations issued (split about evenly) and 291 accidents. Chief noted that The K-9 had 79 deployments over 7 months and the department won the AAA platinum award for traffic safety. He also commended the community for its support of Shop with a Cop and Stuff the Cruiser programs.
- Mr. Cahill inquired about what the Police Department is doing that resulted in a drop in the use of Narcan. Chief Allen replied that officers' presence in Crescent Springs by the interstate is deterring drug users.
- Mr. Thompson passed along a compliment from a neighbor involved in an accident.
- Chief Allen discussed the reaccreditation process and the new Power DMS software which will help with future reaccreditation and officer training.
- Chief Allen discussed Cruiser 133 being totaled in an accident.

Safety:

- Mr. Baehner gave the Safety Committee report.
- Mr. Baehner noted that Chief Allen needs to order two new cruisers in the upcoming budget. He announced that the rolling stop signs have been put out. Mr. Baehner reported that the Ashley "No Trespassing" sign has been put up. Mr. Baehner discussed the Stop Sign Ahead and Hidden Drive signs issues on Collins and Amsterdam. He stated that the Emergency action plan will be updated by June.
- Next meeting will be February 11th at 6:30 in Chambers.
- Mr. Cahill and Mr. Baehner discussed the insurance reimbursement of \$13,000 for the totaled cruiser which will cost \$49,000 to replace.
- Mr. Ringo inquired about who the Crescent Springs representatives on the committee. Mr. Baehner replied that Crescent Springs Councilmember Robert Mueller and Crescent Springs City Administrator Mike Daly are on the committee.

City Engineer:

- Mr. Bogen presented the City Engineer report.
- Mr. Bogen discussed progress on the Buttermilk Pike project. Duke is in the process of lowering gas lines and Michaels will move in equipment in next week.
- Mr. Bogen discussed the Villa Marie project and stated it will go out to bid in the spring.
- Mr. Bogen reported that the Palomino project is complete and that a \$1,500 retainer is being held until Spring so that restoration can be completed in warmer weather.
- Mr. Bogen announced that core testing on Niewahner, Riverwatch and Rogers will be scheduled soon. He reported that the Road Surface Survey RFP is being negotiated by Boone and Kenton County and he is confident that the price will be in our budget.
- Mr. Cahill questioned about informing residents of road closures. Mr. Bogen replied that once he has a schedule of work from the contractor he will pass that information along to the appropriate parties.
- Mr. Cahill followed up regarding contacting residents Mr. Bohman replied that the city will use its resources to notify residents, but weather will determine actual closings.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson noted that sidewalks and additional Public Works staffing needs to be considered and discussed further in committee. Mr. Cahill inquired if it will impact the upcoming budget. Mr. Bohman replied additional staffing is included but it has not been decided if it will make it into the final budget.
- Mr. Baehner questioned about the PDS sidewalk inspections. Mr. Bohman stated that they would take place at the beginning of March. Mr. Baehner stated that Valley Trails should be first due to complaints already received. Discussion followed.

Public Works Director Report:

- Mr. Yelton gave the Public Works Director Report.
- Mr. Yelton discussed steel plates, and training regarding snow removal.
- complemented Mr. Bogen on his work for the City.
- Mr. Yelton noted daily tasks being completed including installation of signage and concrete panel replacement. He also discussed other various projects in the 10-year plan.
- Mr. Baehner question about the work at Rosewood and Buttermilk. Mr. Yelton replied that is in Crescent Spring but he would find out.
- Mayor Jansen reported that there was no update on the Short Amsterdam sidewalk TAP grant adjustment.
- Mr. Yelton noted that Matt Laschiavo is at training for Road Scholar and Road Master certifications and Corey Schalk is recertifying in pesticides and CDL.

Events and Beautification:

- Ms. Wadsworth reported that there was no meeting in January.
- Ms. Wadsworth reported that she has a meeting with the Florence Y'alls to get information on a City night.
- Next meeting February 3rd at 6:30 p.m. in Administration Conference Room.

Finance:

- Mr. Cahill gave the Finance report.
- Mr. Cahill made a motion, seconded by Mr. Baehner to approve the December Financials. A voice vote was taken, all in favor 5-0.
- Mr. Cahill noted that draft budgets for the City and the Fire Authority are being reviewed. He stated that the investment policy will be held until the formal split of the City Administrator/Clerk position.
- The next meeting will be held on February 17, 2020 at 7 p.m. in the Administration Conference Room.

Administration:

- Mr. Cahill gave the Administration Committee report.
- Mr. Cahill reported that most of the meeting was focused on the reorganization of the Administration department. He reported that the Z-21 process continues with a review of signs and fences on January 29th at the County Building.
Next meeting is February 5th at 6:30 p.m. in the Administration Conference Room.

Recreation:

- Mr. Ringo reported that there was no Recreation Committee meeting this month.
- Mr. Ringo stated that on Monday January 27th at the Villa Hills Civic Club that the Longhorns will do a field draw. He added that anyone with an interest in girls/women's softball should call Mr. Krumpleman with the Longhorns.
- Mr. Ringo stated that the next meeting will be held on February 13th at 6:30 p.m. in Chambers.
- Mayor Jansen suggested that the city coordinate with schools for Shadow Night because some principals have asked for more time to prepare students. Mr. Ringo stated he will be sending out the letter by the end of the week.
- Mr. Cahill inquired about softball. Mr. Ringo replied the focus is on girls or Women's softball.

Fire Authority:

- Mr. Ringo stated that the Fire Authority Committee has not met yet this month so there is no report at this time.

City Attorney:

- Mr. Rhoades gave the City Attorney report.
- Mr. Rhoades noted that they are filing briefs on the Spiking case and stated that there are currently 4 cases in Supreme Court on that issue.
- Mr. Rhoades noted that the River Road foreclosures have been paid by the Court.
- Mr. Ringo inquired if the 3 other spiking cases are similar to ours. Mr. Rhoades described the other case he was familiar with.

City Administrator/Clerk:

- Mr. Bohman gave the City Administrator/Clerk report. He noted that PDS staff sent through the list of topics for the January 29th meeting and it included 2 additional chapters than the ones discussed at Administration Committee. He indicated that they are minor and can be dealt with at the meeting.

Mayor's Report:

- Mayor Jansen had nothing additional to report.

Old Business/New Business:

- Mr. Cahill questioned regarding if the salary survey had been received. Mr. Bohman replied it had not. Discussion followed.
- Mr. Baehner inquired about the compensation and benefits analysis. Mayor Jansen replied that the Administration Committee will conduct that review.

Comments:

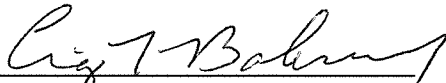
- Mr. Baehner wished everyone a Happy New Year.
- Ms. Wadsworth noted that the Kenton County Fiscal Court passed 2nd amendment Sanctuary status for the county.

Public Comments: No comments.


At 8:00 a motion was made by Mr. Baehner, seconded by Ms. Wadsworth to adjourn. A voice vote was taken, all in favor.

Time of adjournment was 8:00 p.m.

Respectfully submitted,



Craig T. Bohman City Administrator/Clerk



Heather H. Jansen, Mayor