

**Caucus Meeting
June 10, 2020**

NOTICE: Pursuant to KRS 61.826, OAG 20-05, and SB-150(RS2020), the State of Emergency regarding the threat to Public Health presented by the COVID-19 Pandemic this meeting of the Villa Hills City Council met in Chambers and streamed to the public who could not attend due to pandemic restrictions. All Council meetings may be attended by the public by viewing the live stream on TBNK's ToGo channel 2 found at URL <http://www.tbnk.org/togo2>

Mayor Heather Jansen called the June 10, 2020 meeting of City of Villa Hills Council (Meeting #697) to order at 6:34 p.m. Mayor Jansen led council with the Pledge of Allegiance. City Clerk Jennifer Lipson called the roll. Those in attendance via teleconference:

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

**Craig T. Bohman, City Administrator
Jennifer Lipson, City Clerk
Bryan Allen, Police Chief
Matt Bogen, City Engineer
Bryce Rhoades, City Attorney**

S. Wadsworth - Absent

A quorum was present.

The first item on the agenda was a presentation by PDS Staff on the Sidewalk and Curb Inspection Program. Present from PDs were Trisha Brush and Christy Powell. Mayor, Council and Staff will receive login information to use to view the data. The City has 15.55 miles of sidewalks and 16.82 miles of curbs. Overall the sidewalks ranked as good, but there are numerous areas where there are poor and very poor ratings. Curbs also received an overall good rating, some areas where curbs received not favorable ratings were in areas where several layers of asphalt have been added and have reduced the function of the curbs. The report will include pictures of areas where severe issues exist. The reason for the inspection program is because of complaints received from walkers, as well as homeowners not realizing that they are responsible for the upkeep of the sidewalks on their property.

There was discussion on where to go with this information now that Council has the report in hands. With safety in mind, notices will need to be sent to homeowners to correct the areas with serious defects in the sidewalks. Timing of this is recognized as being difficult for some homeowners, due to the current situations with the COVID pandemic.

Buttermilk Pike Project and Lakeshore Project Updates

City Engineer Matt Bogen presented council with an update on Buttermilk Pike. The project is running approximately \$50,000 over budget due to subgrade issues found in Phase 1. Phase 2 has not seen any similar problems. An issue was found with a gas line not being deep enough at Buttermilk and Rogers, which is part of Phase 3. Therefore, that area will only receive a mill and overlay at this time because it will take several months for Duke to relocate the line deeper. Other items will cause project to be over budget by a total of \$65,000. Public Works Committee has met and reviewed budget and anticipated expenses and currently have \$127,000 in reserves for street projects that will cover the overage.

Lakeshore is progressing. With the remaining budget amounts after the Buttermilk Pike overage, the committee determined that they can go ahead and bid out for Phase 2 of the Lakeshore project. Phase 2 has storm drainage issues and the City will apply for 50/50 cost sharing for that phase from Sanitation District.

1st Reading and Discussion of Draft Ordinance 2020-G.

An Ordinance Amending Section 30.37 of the City of Villa Hills Code of Ordinances Revising the Schedule for Council Committee Meetings. A motion was made by Mr. Thompson, second by Mr. Baehner, to also change the location for the Finance Committee, Public Works Committee and Administration Committee meetings to Chambers at 719 Rogers Road.

With the requirements for social distancing for an unknown amount of time, the extra space would be required.

Amended FY 19/20 Budget Ordinance and FY 20/21 Budget Ordinance

Discussion of Amended FY 19/20 Budget Ordinance and FY 20/21 Budget Ordinance. Changes were made to Revenue for Property, Payroll, License Taxes/Fees, and Transfer in from unrestricted reserves. There was discussion about the budget with the franchise fee. Current situations related to the Coronavirus pandemic has put a hold on having a review with Kentucky PSC. This caused a change in the proposed FY20/21 Budget Ordinance from the last meeting.

There will be a reduction in reserves in the beginning of the next fiscal year due to delay in sending out tax bills. Department of Revenue will not have information to cities until sometime in November for tax bills to go out. Bills will likely go out in December. Council requested that a letter or notice be put out to residents reminding them that they will need to pay by December 31st, if they plan to itemize taxes for the year. The grace period before penalty is applied would likely be February. That will be determined once rates are set.

General Discussion

Mr. Cahill requested to discuss and inform Council about CARES Act funding that the City was working with the Fire Authority and the City of Crescent Springs to obtain. Federal funding from the CARES Act was given to each state to help with covering unbudgeted expenses affiliated with the Coronavirus pandemic. In Kentucky, Governor Beshear allocated \$300 million from what Kentucky received to the Counties and Cities. Of that amount, cities received a projected allotment based on population for COVID related expenses. For Villa Hills the projected amount available to request for reimbursement is \$535,000, Crescent Springs' amount was \$291,000. These funds can be requested to cover payroll for the front-line workers, which includes police officers, firefighters and EMTs. The timeframe that expenses

can be reimbursed for are March 1 through December 31, 2020. This money will help cover the unexpected expenses and overtime affiliated with both departments and will also help offset lost revenue to the cities. Villa Hills was anticipating the need to pull from reserves, so the CARES Act funds will minimize that impact for FY 20/21.

Updates on Recreation. Governor's guidelines allows for non-contact sports like baseball to start on June 15th for practice, July 1st for games. Bleachers will not be available. Chairs will not be provided, but attendees may bring their own chairs. Restrooms will not be opened and port-o-lets cannot be provided due to the need for continuous cleaning. Soccer has been cancelled for the season. Baseball is requesting to use the fields later in the year, football may overlap and that will need to be addressed. Mayor Jansen asked about Notre Dame using soccer fields for lacrosse camp. If prior to July 15th, the fields may be able to be used, but the team needs to verify with soccer league to make sure.

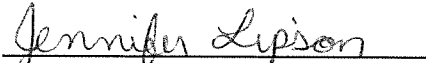
Mr. Baehner made Council aware that Safety Committee has reviewed the current Use of Force policy for the Police Department and they feel it is well written, but may need some revision with current state. All officers had review of the Use of Force Policy prior to the shut downs from COVID.


The Crescent Springs Contract for Police is being finalized.

At 7:32 p.m. a motion was made by Mr. Baehner, seconded by Ms. Stover to adjourn. A roll call vote was taken, all in favor.

Time of adjournment was 7:33 p.m.

Respectfully submitted,


Jennifer Lipson, City Clerk


Heather H. Jansen, Mayor