

**Meeting #699 Minutes
August 19, 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 was conducted by audio and video teleconference. 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 August 19, 2020 meeting of City of Villa Hills Council (Meeting #699) to order at 6:30 p.m. via teleconference from her home in Villa Hills, Kentucky. Mayor Jansen asked for a moment of silence to remember all those affected by COVID-19 and then led 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
S. Wadsworth

Craig T. Bohman, City Administrator
Jennifer Lipson, City Clerk
Bryan Allen, Police Chief
Derick "Buck" Yelton, Public Works Director
Matt Bogen, City Engineer
Bryce Rhoades, City Attorney

A quorum was present.

The first item on the agenda was approval of the minutes of the July 15, 2020 Council meeting.

- A motion was made to approve by Mr. Baehner, seconded by Ms. Wadsworth. A voice vote was taken 6-0 in favor, motion passed.

Senator McDaniel was present via teleconference to give Mayor and Council a Legislative Update for 2020. Senator McDaniel provided a summary of numerous bills that were introduced, many of which passed, some had failed to be passed. Some notable ones for the City included: House Bill 240, which froze City's CERS contribution rates for 2020/2021. Bill 204, which states no sex offenders may live within 1,000 feet of city owned park. Senate Bill 2 relates to Voter ID, will not be implemented yet this fall. Absentee ballots will be available soon, and early voting will be able to start voting in October, and the County is adding at least 1 additional location for voters to cast in person votes on Election Day. House Bill 415, which allows for direct shipment of alcohol to Kentucky.

Senator McDaniel advised that he authored a \$31.5 million 1-year budget, as opposed to a normal 2-year budget, due to uncertainties caused by COVID. State has able to fully fund the

teacher's retirement. Kenton County school system will receive several million dollars. State filing tax deadline was extended to July 15th. Publication requirements were updated, the bill was re-authorized for 2 years, but is not permanent yet.

Legislation:

- **2nd Reading and Approval of draft Ordinance 2020-H**

Mr. Rhoades presented a 2nd Reading of draft Ordinance 2020-H, an Ordinance for the City of Villa Hills, Kentucky Amending Chapter 94 of the City of Villa Hills Solicitation regulations to comply with court rulings.

Mr. Bohman advised that the ordinance had been amended since the last meeting to remove wording on the ordinance that would have made this an emergency reading. Prior to the last meeting, the Governor had lifted restrictions on door to door sales.

Mr. Baehner made a motion, seconded by Mr. Ringo to approve the Ordinance. A voice vote was taken as follows:

Mr. Baehner	Y	Mr. Cahill	Y	Mr. Ringo	Y
Ms. Stover	Y	Mr. Thompson	Y	Ms. Wadsworth	Y

This will become Ordinance 2020-13

1st reading and approval of draft Ordinance 2020-I

Mr. Rhoades presented a 1st Reading of draft Ordinance 2020-I, an Ordinance of The City of Villa Hills, in Kenton County, Kentucky Levying an ad valorem real estate tax of 21.2 cents per each one 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 7.7 cents per each one hundred dollars in valuation of personal property within the City.

Mr. Bohman gave a summary to Council on property tax rates and property values. The City has seen a 12% increase in real property values, \$100,000 taxable value, for this year. Therefore, with compensating plus 4 percent rate has actually dropped the rate from 23 cents per \$100 of valuation to 21.2 cents per \$100. Mr. Bohman informed Council that despite the state warning cities that certifications could be delayed by as much as 3 months, they were able to get all filings completed and certified, so cities and counties can get their bills out on time.

A Public Hearing will need to be held prior to 2nd reading of Ordinance and adoption. Council has a scheduled Caucus meeting the 2nd week in September. The Public Hearing for the tax rate, as well as for the Kentucky Municipal Road Aid money will be held prior to the start of the Caucus meeting.

Council discussed need to continue building reserves for unforeseen items in the future and to plan for big budget items. Not all real property taxes from Sanctuary will go into City's general fund, 70% will go into the established TIF fund. The TIF funds will cover expenses previously incurred for the re-signalization at Buttermilk and Collins and for future road improvements and signalization at Amsterdam and Collins, which are planned to be completed by the end of 2023. There have not been new plans submitted yet for Amsterdam and Collins, the City is waiting on TIF money before looking at the next step.

Committee Reports:

Police:

- Chief Allen gave the Police Report
- Chief Allen gave the monthly run, crimes and accident numbers.
- Chief Allen advised Council that the department was approved for \$11,500 grant, plus a 2nd grant of \$18,000 for I-75 corridor for 2021.
- K-9 team has had several drug finds. They are working on recertification of the national certification and that will be completed on September 7th and 8th.
- The Police Department training for the month includes the mandated on-line 8-hour course for all officers.
- The new camera system has been installed and is now operational at the Villa Hills Civic Club fields. Chief Allen is able to view videos and review history of recordings, and download recordings from his computer.
- Projector will be installed in the Council Chambers by the end of this week.
- Sergeant Hall is now in week 2 of training with Southern Police Institute in Louisville that will go until November.
- In regards to Sanctuary property, Chief Allen made Council and the public aware that the police department will be citing individuals caught driving off the roadway in Sanctuary development. The 4 wheelers have been causing damage and vandalism has also been reported. Being on paved areas is ok, but anyone caught off the roadway will be cited.
- Mayor Jansen thanked the Public Works Department and Chief Allen for their work in getting the camera system installed.

Safety:

- Safety Committee met on August 11th.
- Mr. Baehner reported that they discussed that department COVID-19 protocols were in place for the city and have been effective.
- The new radio system for Police and Fire went live the first week in August. Villa Hills has 15 mobile and 15 in-unit radios. 1 for each officer, plus one spare of each. Radio system is working very well.
- Firehouse committee met on Firehouse design. They are working on the RFP for the new building and plan to send it out soon.
- Mr. Baehner advised was working with Mr. Bohman on the current Interlocal agreement with the Fire Department.
- Public Works is prioritizing the crosswalk project.
- The Eagle Scout that had presented to Council for the "Share the Road with Bicyclists" signs, he has his project back on track and is working with KY Road Department and hopes to have the project completed by September.
- Mr. Baehner advised residents that the City staff and Council have no say on the Transmontaigne issue and advised that if they have any concerns to send them to Mr. Bohman who will then submit them into record.
- Recent high speed chase that started in Cincinnati and ended in Newport, which ended in tragic death of a couple innocent folks. Chief Allen has assured the committee that the department's pursuit policy is in line with KLC policy. Villa Hills will do nothing that

will endanger an officer, the suspect or public at large. The department will assist with traffic on inbound pursuits, but would not join in.

- Chief Allen informed the committee that the enforcement of the bar and restaurant protocols set by the Governor are passive, officers will only respond if there is a complaint.
- Next Meeting will be September 8th.

City Engineer:

- Mr. Bogen presented the City Engineer's report
- Mr. Bogen gave an update report to Council on the Buttermilk Pike Project. He advised that Riegler has been put on hold while Duke contractor continues to work on relocating gas main. Initially Duke said 10 days, but have had issues with gaining access in homes to make adjustment, causing delays. The new estimated time for the gas line work to be completed is by the week after Labor Day.
- Riegler has been requested to start working on restoration work and replacing sidewalks until they are able to start tearing out the street to finish the project.
- Meadow Wood concrete is complete at the entrance. Riegler and Sebree are coordinating sidewalks repairs, and Sebree is moving forward on finishing the roadway.
- Lakeshore phase 2, is being scheduled to get work coordinated. Cost share application approved with SD1 and should be about \$48,000 covered. Worked with civic club for them to grant easement for drain line to the lake.
- Road Surface Survey – the County has the raw data compiled and consultant is working on the final report. It should be out in September or October.
- Public Works Committee is moving ahead with the 2020 Resurfacing Project, with receipt of the CARES Act monies. Mr. Bogen is preparing the bid specs. The roads on that will be Englewood, Woodbury, Welshire, Rosewood, Timberline, Dry Creek, Riverwatch and back section of Riverview Farms. Total estimate is around \$200,000.
- Additional cost-share projects were discussed in committee. The committee wants to have a pre-screening process in place. Mr. Bogen would save time on reviewing those.
- Mr. Baehner inquired about overlay being done on Englewood, where panel replacements were recently done. Mr. Bogen explained that the concrete panels were replaced to correct existing undermine to the street. The asphalt overlay is being used to preserve the existing roadway. After concrete it is normal to overlay with asphalt to extend the life of the road an additional 10 years, at which time a mill and overlay takes place to extend the road an additional 10-15 years. After that time the street would need to be torn out have a full replacement.
- Council inquired about LED program with Duke. Mr. Bohman informed council that a representative from Duke should be contacting staff soon to start the planning process.
- Council inquired about water pooling at Mary Street during the past week's rain. The sediment traps that are required during construction by SD1 to keep gravel and mud from getting into the storm sewers, these are causing a slower flow of rain into the storm sewer. This is normal until the construction is complete and the sediment traps can be removed.

Public Works Committee:

- Mr. Thompson advised that the work on Felice Drive is underway and the City will be splitting the cost with the builder Ashley Construction. Underdrain was installed to redirect water from sprinkler systems that were undermining streets.

- Mr. Thompson advised that the fields are in good shape and public works is awaiting supplies to finish the bathrooms.
- Mr. Thompson advised that the crosswalk re-striping order was submitted to the County and they are waiting for the County to start the work. State has striped state road crosswalks.
- Squire Valley is having chemical grouting done.
- Mr. Thompson advised that the Public Works Committee has created a fillable form for residents to apply for 50/50 storm water cost-share with the City. The committee will screen requests and determine if the property qualifies. This form will be available on the website once it is finalized.
- Buttermilk Pike update is also included, that will be uploaded to the City's website for information for the public.

Public Works Director:

- Mr. Yelton gave the Public Works Director's Report.
- Mr. Yelton stated that M&W took out and replaced sections of concrete panel on Felice Drive. Tuesday, Public Works will begin installing 700 feet of pipe to catch water from under the road. A mini excavator will be rented to do this, so 866 Wesley will have drain pipe laid at the same time to alleviate the water problem there.
- Englewood voids and air pockets were found, so panels will be torn out and replaced to correct the problems.
- Franzen field camera systems will have boxes installed next week.
- Waiting on the County for striping of crosswalks. Villa Marie and Rogers will be completed by Riegler.
- Mr. Baehner inquired about the out of control weeds adjacent to the Sanctuary property. The weeds are on the state route in the state right of way, but developer had said they would cut it. Mr. Bohman will follow up with the developer.
- Bush hogging information was sent to the County Engineer. The City has 3,718 feet that needs to be done in the City. Mr. Yelton is waiting for the timing and the cost for them to complete the bush hogging.
- Mayor Jansen informed Council that Public Works Crew Member Matt Loschiavo's dad passed away suddenly over the weekend. His funeral was held today.

Events & Beautification:

- Ms. Wadsworth advised that the committee did not meet, and are not planning to meet again until November.
- Ms. Wadsworth advised that Holly Mueller who owns a yoga studio had inquired about having Yoga in the Park. Ms. Wadsworth advised her that she can hold yoga in the city as long as she advertises and recruits herself without the City having a role in that.
- Next meeting will be in November.

Finance:

- Mr. Cahill advised the committee met in person on Monday night, while social distancing and wearing masks.
- Mr. Cahill advised that the committee had reviewed the July Financial Statement. Mr. Cahill noted that the July statement is subject to audit adjustments, so until the adjustments are made, there will be no recommendation to approve and publish.
- Mr. Cahill advised that the committee had one small adjustment to the report.

- The Auditors are in doing the audit this week.
- Mr. Cahill informed Council that Mr. Bohman had advised him that it looked like the PVA had come through with tax assessments on time. Cash flow issues that the City thought it might have, shouldn't occur.
- CARES Funding has been coming in. There was discussion about checking with Public Works Committee to see about getting more road projects completed this year to catch up on the backlog on the street program. Other possibilities discussed were to pay of the existing road debt, leaving the money in surplus, or using it for proposed firehouse. The roadwork makes more sense, the committee will review and make a recommendation to Council in the next few months.
- Mr. Baehner requested that at the Caucus meeting to place on the agenda for discussion. The status of the Franchise Fee. He is not asking for any votes, just discussion.
- Next scheduled meeting is September 14th, and the meeting will be held in Council Chamber.

Administration:

- Ms. Stover advised that the committee did not meet, as there was no update available for the Z21 study yet.
- Next scheduled meeting is September 7th, but they currently have no agenda. If nothing is received from PDS prior to then, that meeting will be cancelled.

Recreation:

- Mr. Ringo advised that the committee did not have a formal meeting in August. They have primarily been handling day to day issues as they come up.
- Mr. Ringo advised the fields have not been in as good of condition as they were in years past due to COVID shutdown, which delayed the start of field maintenance in the spring. He sends his apologies to the teams.
- Villa Hills Soccer Association and Spartans Football are currently on hold due to no contact sports being permitted at this time, per Health Department guidelines. Currently can only hold drills, unsure if they will be moving forward with their fall programs.
- Mr. Ringo thanked Chief Allen, Buck and Roy from Civic Club for working on the camera issues and drain issues.
- Sue Riddle contacted Mayor Jansen about space availability on the fields and she referred her to Mr. Ringo– No contact has been received by Mr. Ringo.
- Mr. Ringo advised the committee will not meet in September.

Fire Authority:

- Fire Authority met on Monday.
- Mr. Ringo gave the report of number of runs in July, and informed Council that the Fire Authority has seen a decrease of 20% in the number of runs for the same time period last year.
- Fire Department responded to a fire call recently on North Oak, where a car in a garage had caught fire, causing about \$60,000 in damages.
- Mr. Ringo reported that the Fire Authority had checked into a loan for the new firehouse building. A \$5 million, 20-year loan, with 3% interest, will have a monthly payment of approximately \$28,000, which would be split between the 2 cities.

- Mr. Ringo also informed council that an ambulance spec crew is in place looking at replacing the current ambulance in 2022, which will be 2 years over its normal replacement time. That will be approximately \$275,000.
- 2026 a balloon payment of \$129,000 is due on the 2016 that is due. They will be looking at refinancing on that. He also informed Council that a newest ambulance currently being used will probably need to be replaced in 2029, probably around \$300,000.
- Chief Wendt has a possible \$40,000 unexpected upgrade to current heart monitors being carried on the units. The manufacturer is going to discontinue in October. That was unknown, and not budgeted.
- Chief Wendt applied for \$4,500 grant from FEMA for additional PPE. He is also requesting an additional grant for a respirator device.
- Crescent Springs reported that Speedway was bought by 7-Eleven, so demolition of the office building next to Speedway is uncertain. If it moves ahead, the building will be used for local fire training.
- Next meeting is scheduled for September 21st.

City Attorney:

- Mr. Bryce Rhoades has been working on an Open Records Request that the City received. Mr. Rhoades wanted to thank everyone for all the help gathering the documents.
- A proof of claim was filed on behalf of the City with Big Pharma in bankruptcy right now, over the opioid epidemic.
- 2727 Vera Cruz, a notice of violation was issued by PDS, Mr. Baehner was inquiring if the city was responsible for that property now. Foreclosure was started by the Bank, when the property was demolished due to being a hazard to the community, the bank stopped pursuing the foreclosure

City Clerk:

- Ms. Lipson had nothing to report

City Administrator:

- Mr. Bohman had nothing to report

Mayor's Report:

- Mayor Jansen reported that Kenton County Clerk Gabrielle Summe was working on getting voting information out. It has been reported that there will be 1 voting poll at River Ridge Elementary, not the multiple polling stations, as in years past. There will be 1 long table with several people.

Old Business

None

New Business

None

General Comments

None

Public Comments

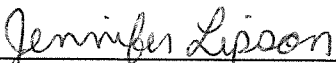
None

There was no further discussion.


At 8:01 p.m. a motion was made by Ms. Wadsworth, seconded by Ms. Stover to adjourn, all in favor.

Time of adjournment was 8:02 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor