

**Meeting #698 Minutes
July 15, 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 Pro-Term Cathy Stover called the July 15, 2020 meeting of City of Villa Hills Council (Meeting #698) to order at 6:34 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Heather Jansen was not available for this meeting. Mayor Pro-Term Cathy Stover led the Council in Prayer and the Pledge of Allegiance. City Clerk Jennifer Lipson called the roll. Those in attendance:

Mayor Pro-Term Cathy Stover
R. Baehner
J. Cahill
S. Ringo
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
Mary Ann Stewart, City Attorney

A quorum was present.

The first item on the agenda was approval of the minutes of the June 17, 2020 Council meeting.

- A motion was made to approve by Mr. Baehner with an amendment on police report, seconded by Mr. Thompson. A roll call vote was taken 6-0 in favor, motion passed.

Legislation:

- **1st Reading and consideration of draft Ordinance 2020-H**

Ms. Stewart presented a 1st Reading of draft Ordinance 2020-H, an Ordinance for the City of Villa Hills, Kentucky Amending the City of Villa Hills No Solicitation regulations to comply with court rulings.

Mr. Bohman explained that discussion regarding this Ordinance and review of the ordinance was a result of companies not wanting to abide by the Governor's order to not engage in such activity. Mary Ann reviewed the existing Ordinance and recommends these changes to beef it up and comply with court rulings on the matter. This was originally indicated as an emergency reading, but as of this date the state is permitting solicitations, with guidance to keep community safe. Residents can be added to the City's No Knock list by

contacting the city administration office. Information recorded at the office is name and address, information shared on No Knock List is only addresses.

This ordinance will have a second reading at the August meeting.

- **Consideration and adoption of draft Municipal Order 2020-J**

Ms. Stewart presented a Municipal Order authorizing the Mayor to enter into an Interlocal Cooperation Agreement with Kenton County Board of Education to provide School Resource Officer Services beginning July 1, 2020.

There have been no updates or changes since the last agreement, this is a yearly agreement to be signed. Chief Allen stated there have been no issues regarding the position. Council asked what will happen, if school is not back in session, it appears that some students will be in school, and that Kenton County is moving forward with parental choice, where some students will be virtual and some will be in classrooms. SRO will be there for students and staff attending in person.

Mr. Baehner made a motion, seconded by Mr. Ringo to adopt the Resolution. A roll call 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 Municipal Order 2020-11

- **Consideration and adoption of draft Resolution Order 2020-D**

Ms. Stewart presented a Resolution of the City of Villa Hills, Kentucky, accepting the bid of Riegler Blacktop, Inc. for road work on Lakeshore and Villa Marie in the amount of \$297,670 and authorizing Mayor Jansen to sign a contract for the same.

This is the second phase of the Lakeshore project. There were 2 bids received. One from Riegler who is currently working on the Buttermilk Pike project and the 2nd was Michels, who is wrapping up Phase 1 of the Lakeshore project. Council inquired if the project will risk any delay, with Riegler working on Buttermilk still. Mr. Bogen assured council that he will address the issue with Riegler, but doesn't believe there will be delays.

Mr. Bogen and Mr. Yelton will note the work at the transition area between Phase 1 & 2, due to the work being completed by 2 different companies.

Council inquired about funding this phase of the work. Staff is watching the budget to ensure the money is coming in. The first payment of the CARES Act funds will be enough to cover the project. That money is expected to arrive within a week.

Mr. Thompson made a motion, seconded by Ms. Wadsworth to adopt the Resolution. A roll call 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 Resolution 2020-4

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 increase in tickets is because officers have been working the FOT grant on I-75. The department has also been approved for a 2nd grant for next year.
- Ameristop burglary – the suspect is known and there is a warrant, just haven't been able to make an arrest yet.
- There was a case involving a rape of a juvenile. Detective Horseman did an excellent job. She received the case on Monday, and had an arrest and confession by Friday. She put in a lot of overtime to get the case resolved.
- An arrest was also made on the burglary at the storage unit.
- Other overtime was used for 2 different protests, vacation coverage and coverage for a self-quarantine due to exposure to COVID-19.
- Onexx has been doing well, and has continued with his training. Onexx and Officer Dooley will re-certify for NAPDWA in September, there is no cost to the department for the certification.
- Safety Night for 2020 has been cancelled.
- Shop with a Cop is uncertain at this time.
- Sergeant Hall will begin a 13-week training with Southern Police Institute in Louisville in August. Sergeant Bird will attend the same training next year.

Safety:

- Mr. Baehner advised that they did not meet due to vacations.
- Next meeting will be August 11th.
- Mr. Baehner asked staff if Use of Force policy was added to the website. Staff confirmed that after some website issues loading the policy, that it has been added.
- Mr. Baehner inquired about crosswalk status. Mr. Yelton advised he would address that in his update.
- Mr. Baehner brought up discussion on Transmontaigne application that had been postponed. He inquired if the council should bring in an expert to explain what styrene is and what dangers it poses. Ms. Stewart advised that the City should not interfere with the Board of Adjustment process. She advised that the expert testimony should be reserved for presentation by both sides at the meeting.
 - There was discussion about when the city would see PDS's Recommendation. They will send their report and recommendations out two weeks prior to the scheduled meeting date.
 - Ms. Stewart advised that with a conditional use permit, the applicant must show that there would be no harm to the public and will not cause a hazard to the public.
 - There was an inquiry on what the property produces in overall tax value to the city. With a combination of property taxes, personal property taxes and payroll taxes, it is approximately \$25,000.
 - Complaints from residents prompted an inquiry by administration to the state inspector regarding work taking place on the property. The state inspector went to the property and determined that the work being done was routine and the company has proper permits from the state for the work being performed.

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 they are waiting for Duke to relocate a gas line, so work can continue on Phase 3.

Duke has completed design work and review, just waiting for work to begin. From the time Duke finishes, Riegler should be able to complete the project within 5 weeks.

- Reconstruction on Sunglow is taking place, High Point, Kenridge and Rogers will have sidewalks and restoration work completed.
- All intersections will be blended with the existing pavement, to make it a smooth transition.
- Mr. Bogen advised they had received a complaint about storm water back up at Mary Street. It was determined that the backstop used to prevent rocks and debris from going into the drain was blocking drainage. Once the backstop was removed, the water moved freely. Trees damaged at Mary or potentially damaged will have a retainer held on them until next year to see if the landscaping survives.
- There have been 4 requests for reimbursement sent to state, but no funds have been received for the grant.
- Mr. Bogen reported that Riegler will work into the curve on Meadow Wood, where Sebree will begin and finish the project on Meadow Wood. During which time, Meadow Wood will only have access for limited traffic coming out. Residential traffic will be re-directed around Meadowview, while trucks and construction traffic will be guided down Western Reserve. The island will stay intact, but the area at the curb will be widened to allow for increase in turning radius for larger vehicles.
- Lakeshore project will utilize the cost-share with SD1. There will be a meeting with the civic club regarding an easement for the Lakeshore Phase 2 project.
- Mr. Bogen advised that they have met with residents and reviewed the area of Stevens & Deena and have been unable to locate a natural spring.
- 866 Deena, a natural spring was located behind the sidewalk. Duke has done work to make the area safe for their workers, but it does not appear that they are looking to join in a cost-share to fix the issue.

Public Works Committee:

- Mr. Thompson advised that during construction everything looks bad, but reminded homeowners that it will all be made good at the completion and asked residents to please be patient through the process.
- Mr. Thompson advised that Felice repairs will begin in July.
- Mr. Thompson advised there was follow-up concerning trash pick-up in the sanctuary area. Rumpke was requesting an earlier start time to get to roads affected by the Buttermilk construction. Residents should be aware that trash and recycling should be set out earlier.
- Mr. Thompson advised that public works has converted the restrooms at the Villa fields to being touchless. Restrooms are cleaned each morning. Franzen restrooms have posed a problem with going touchless. They lack the water pressure necessary to make the touchless systems work. They are working with a plumbing company to find a solution. So far the project is under budget. Buck and Public Works have saved the City money by performing most of the work on the restrooms.
- Surface Condition Survey was completed and we are awaiting results.
- Issues on Squire Valley, the area under concrete has been undermined. Concrete panel replacement program will be used to address these issues.
- Mr. Thompson advised that SD1 has been advising homeowner with drainage issues who call their office, are being told about the 1/3 cost share program. This program would need city to also be a 1/3 participant. Mr. Thompson is working on a checklist for residents to complete to help the city determine if the project impacts the city, so the city can determine their participation.

- Sidewalk study has provided useful information, but the city is waiting to get past COVID before pursuing information supplied in the study.

Public Works Director:

- Mr. Yelton gave the Public Works Director's Report.
- Mr. Yelton that he will be on-site during the Felice project to oversee the work. Contractor will need an encroachment permit. Mr. Yelton will make sure contractor has a copy of the standards for roads.
- Mr. Yelton updated council that Lake Ct. added 3 aprons and 100 foot of curbs. This adds \$12,500 to overall project.
- There was discussion about Crosswalk striping, adding signs and determining which locations to add crosswalks. Riegler will take care of crosswalks when completing Buttermilk at Rogers and at Villa Marie.
- Mr. Yelton advised that dryers are in both restrooms and that Villa restrooms are open and touchless.
- Mr. Yelton is calling on a certified plumber for input on the restroom at Franzen field, due to the water pressure issue. It was also noted that for the city to purchase hands free toilet systems, there is an 18-week backorder, but plumbers can get them sooner.
- Mr. Yelton advised that the new drop hammer has been received. It will be used to help tear out roads and speed up projects. They no longer need to rent the equipment and wait on availability.

Events & Beautification:

- Ms. Wadsworth advised that the committee did not meet.
- Ms. Wadsworth advised that MusicFest, Citywide Yard Sale, Haunted Trail and Christmas in the Park have all been cancelled. KLC who is the City's insurance carrier has notified the city that the city's liability coverage will not cover illness resulting from any events. It is in the best interest to cancel all events through December.
- The committee is looking at hosting additional virtual events.
- Mr. Bohman advised council that staff has had inquiries on why some cities are still hosting events. He advised those cities have a much larger staff to ensure attendees are in compliance. Social events are not worth losing staff.
- Next meeting will be August 3rd.

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 June Financial Statement. Mr. Cahill noted that the June 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 discussed that the current auditors have been with the City for 12 years and that the committee will be reviewing this in the future.
- The committee is still looking to potentially move money into the KLC Investment Pool. However, until COVID is over, they will not make a recommendation.
- Mr. Cahill noted that all departments came in with their budget lines this year.
- Next scheduled meeting is August 17th, 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 August 5th, 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 meet in July.
- Mr. Ringo stated they are taking it day to day on the ballfields. Franzen field had some field issues, due partially to limited staff during the complete shutdown.
- Mr. Ringo advised the committee will not meet in August due to vacations.

Fire Authority:

- Fire Authority did not meet yet, meeting is scheduled for Monday, July 20th.
- Mr. Ringo informed Council that the first meeting was held for the New Firehouse committee. It is a large committee and presented logistic issues, but they managed.
- Mr. Cahill reminded council that they had approved a \$50,000 (60/40 split) with Crescent Spring for legal and design for the new firehouse. That money hasn't been spent yet, but will soon.
- Mr. Ringo advised Ms. Stewart that the interlocal agreement between the City and the Fire Authority may need to be re-written.

City Attorney:

- Ms. Stewart advised that Bryce Rhoades from her firm had worked with the Board of Adjustment reviewed the role of Board of Adjustment with the members.

City Clerk:

- Ms. Lipson reported to Mayor and Council that Receptionist Anna Bailey was currently attending the Kentucky Municipal Clerks Institute virtual training this week and next.

City Administrator:

- Mr. Bohman wanted to thank Ms. Lipson, Chief Allen and Mr. Yelton for their hard works on keeping their budgets in line throughout the year.
- Evaluations have been completed and Mayor Jansen has approved and signed off on raises for employees.
- Mr. Bohman advised he had spoken with the state about work being done at Transmontaigne. The proper permits for the work currently being done has been obtained with the state. That work is for routine maintenance at the facility. The state has rejected the permit for storage of the styrene. That rejection was due to issues with a buffer zone. They do not have a permit from the state to store styrene. They need both Board of Adjustment approval and the state's approval to move forward. If one or the other reject then, they will not be able to proceed. The buffer zone is required between the industrial zone and the residential zone.

Mayor's Report:

- Mayor Jansen did not leave anything to report.

Old Business

None

New Business

None

General Comments

None

Public Comments

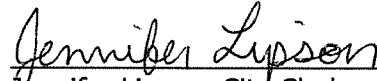
Ms. Stover had someone contact her to inquire about enforcement of the condition of another person's property. She inquired if the bill restricting citations was still in effect. It is still in effect.


There was no further discussion.

At 8:20 p.m. a motion was made by Mr. Ringo, seconded by Mr. Baehner to adjourn, all in favor.

Time of adjournment was 8:21 p.m.

Respectfully submitted,


Jennifer Lipson, City Clerk


Heather H. Jansen, Mayor