

720 ROGERS RD • VILLA HILLS, KY 41017 • (859) 341-1515 • FAX (859) 341-0012

**Meeting #704 Minutes
January 20, 2021**

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 January 20, 2021 meeting of City of Villa Hills Council (Meeting #704) to order at 6:30 p.m. via teleconference from her home in Villa Hills, Kentucky. Mayor Jansen led Council in prayer and the Pledge of Allegiance. City Administrator Craig Bohman 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
Bryan Allen, Police Chief
Mary Ann Stewart, City Attorney
Derick "Buck" Yelton, Public Works Director
Matt Bogen, City Engineer
Katie Dillenberger, Bayer Becker Engineers**

A quorum was present.

The first item on the agenda was approval of the minutes of the December 16, 2020 Council meeting.

- A motion was made to approve by Mr. Baehner, seconded by Mr. Ringo. A vote was taken 5-0 in favor, with Ms. Stover abstaining as she was not present for the meeting. Motion passed.

The next item was approval of the minutes from the December 28, 2020 Special meeting.

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

Legislation:

- **1st Reading and discussion of draft Ordinance 2021-A**

Ms. Stewart informed Council that this is an Ordinance Repealing and Readopting Chapter 90 of the Villa Hills Code of Ordinances titled Animals.

"A SPECIAL PLACE TO LIVE"

Ms. Stewart noted that the Administration Committee reviewed Chapter 90 of the Villa Hills Code of Ordinances and decided to keep the number of dogs and cats at 5 instead of 6. Ms. Stewart also noted that other cities have removed the Community Cat section.

Ms. Stover stated that the Administration Committee will review that section in February.

Ms. Wadsworth noted that Community Cats Program is already in practice. Discussion followed.

- **Discussion and consideration of Municipal Order 2021-A.**

Ms. Stewart presented Council with Municipal Order 2021-A. This is a Municipal Order authorizing the Mayor to enter into an Interlocal Cooperation Agreement with the City of Crescent Springs and the Crescent Springs Volunteer Fire Department to restructure the Villa-Crescent Fire Authority.

Mr. Ringo made a motion to approve seconded by Mr. Baehner. A vote was taken, all in favor. Motion passed.

This will become Municipal Order 2021-1

- **Discussion and consideration of Resolution 2021-A.**

Ms. Stewart informed Council that this resolution is accepting the proposal of Bayer Becker for design and engineering services for the Collins and Amsterdam Signalization project.

Mr. Bohman introduced Mr. Dillenberger.

Mr. Baehner questioned the scope. Mr. Thompson described the scope. Discussion followed.

Mr. Ringo made a motion to approve, seconded by Mr. Baehner. A voice vote was taken, all in favor. Motion passed.

This will become Resolution 2021-1

Committee Reports:

Police:

- Chief Allen presented a Power Point of the December 2020 and 2020 Annual Police reports.
- Chief Allen reported on crimes, accidents, overtime, training and K-9 activity.
- Chief Allen praised the department for the changes to this year's Shop with a Cop and Fire Fighter event.
- Chief Allen noted during the 2020 Annual report that they wish to expand the Crescent Springs Police Department contract to 2030. Chief Allen also noted specialty training by officers, and grants that were received
- Chief Allen reported that the department received its 6th accreditation.

- Chief Allen commented on the 3-year plan.
- Chief Allen discussed the top crim types during the year.
- Chief Allen praised Sergeant Hall and the department for the work they did and the professional way in which the department was handled during his absence.
- Chief Allen thanked Council for their support.

Safety:

- Mr. Baehner noted that the Safety Committee had their first hybrid meeting with both in person and virtual attendants.
- Mr. Baehner thanked Sergeant Hall for his working during Chief Allen's absence.
- Mr. Baehner noted that the PD is working on areas where speeding is occurring.
- Mr. Baehner gave a brief update about the status of the Firehouse Committee. He noted 10 bidders were reduced to 4 and that interviews are ongoing.
- Mr. Baehner stated that they hopeful construction can start later this year.

City Engineer:

- Mr. Bogen presented the City Engineer's report.
- Mr. Bogen reported that the project for Buttermilk Pike is complete except for Mr. Hensley's landscape buffer and the screen. He stated that the final invoice has been recorded and ½ of the retainer is being held until the punch list is complete.
- Mr. Bogen reported that in reference to Lakeshore and Villa Marie, that utilities in the area will prevent the installation of a 12" pipe but that they will work to add smaller pipes.
- Mr. Bogen noted that The Northern KY Water Department is designing a project on Robin and that it will be complete in April. He also noted that Robin will be replaced next fiscal year.

Public Works Committee:

- Mr. Thomson reported on Meadowood.
- Mr. Thompson noted that on Lakeshore there was water to be removed.
- Mr. Thompson reported that leaf pick up is not a feasible option for Villa Hills.
- Mr. Ringo noted that leaf pick up is not always good when the wind picks up. Discussion followed. Ms. Wadsworth suggested landscaping companies can be hired to rake for residents.
- Mr. Thompson noted projects for next year include Robin Lane and Collins and Amsterdam.
- Mr. Ringo asked about a Collins and Amsterdam time table. Mr. Dillenberger reported that final design would be done by the end of 2021.
- Mr. Thompson reminded Council that the City must install sidewalks on the North side of Amsterdam. He noted that the installation of that sidewalk would be a good opportunity to add on in nearby areas. He also noted that Short Amsterdam is a good opportunity.
- Further discussion took place regarding the project cost.
- Mr. Thompson reported on the Bromley Crescent Springs Rd. project.

Public Works Director:

- Mr. Yelton reported on the daily chores that are being performed throughout the city.
- Mr. Yelton discussed snow removal. He stated that they have used 75 tons of salt and have 300 tons on hand.

- Mr. Yelton stated that the Squire Valley signs are in and will be installed.
- Mr. Yelton noted that Public Works is replacing stop signs with new ones that meet the standards.
- Mr. Yelton reported that Mr. Emery will be starting Road Scholar training.
- Mr. Yelton reported that the bridge
- Mr. Yelton reported on cleanup on River Road.
- Mr. Yelton reported that Public Works repainted the inside of the City building and striped one of the Police cruisers.
- Mr. Yelton noted that a possibility would be to have Public Works install new sidewalks to save taxpayer dollars on smaller projects. Discussion followed.
- Mr. Ringo asked Mr. Yelton to check on fencing at Villa. Mr. Yelton stated that the fencing needs to be replaced and Mr. Ringo requested that Mr. Yelton work on collecting information on the estimated cost.

Events & Beautification:

- Ms. Wadsworth advised that the committee did not meet, as they are unable to plan events. They will wait for reduced restrictions from Governor's office before events can be planned. Therefore, there is nothing to report.

Finance:

- Mr. Cahill made a motion to approve, seconded by Mr. Baehner, to approve November and December financials. A voice vote was taken, all in favor. Motion passed.
- Mr. Cahill noted that the committee will give Mr. Bohman a list of line items to review to be sure they are budgeted correctly.
- Mr. Cahill stated that investment pool funds will be transferred this month.
- Mr. Cahill reported that the largest project ever for the City of Villa Hills is the new Firehouse.
- Mr. Cahill discussed that Fire Authority will come back to get Council approval on
- Mr. Cahill reported that the FA budget was passed and will be discussed at the February meeting.
- Mr. Cahill noted that the deficit has been reduced from \$60K to \$50K and hopes that vaccinations will allow staffing to return to normal, reducing the need for overtime, and the deficit, further.
- Mr. Cahill stated that the next meeting will be held on February 15, 2021 and it will be virtual.

Administration:

- Ms. Stover reported on Z-21 and reviewed half of the 355-page document over 2 meetings on January 6 and January 13.
- Ms. Stover discussed the review process by the committee and council in the February and March.
- Ms. Stover noted that they will review the Animal Ordinance again.

Recreation:

- Mr. Ringo noted that the committee will meet with schools to determine a schedule and that the groundskeeper is willing and ready for another year.

Fire Authority:

- Mr. Ringo gave the monthly run numbers.

- Mr. Ringo discussed the preliminary Fire Authority budget which will include a new capital fund to buy new equipment, 3 staff cars, 2 ambulances and a
- Mr. Ringo noted that \$.81/\$1,000.00 is the current rate and that \$1.15/\$1000.00 is projected. This is the rate that will be paid by property owners in the unincorporated areas served by the Fire Authority.
- Mr. Ringo presented the 18-month firehouse schedule and requested that the documents be posted to the City website.
- Mr. Ringo requested Ms. Stewart to assist with drawing up and reviewing the contract when the firm is selected. Ms. Stewart agreed. Discussion followed regarding a time line on getting the contract.
- Discussion followed regarding the Firehouse Committee and transparency.
- Mr. Ringo announced Mr. Bruns resignation as Villa Hills representative to become a Fire Department representative.
- Mr. Ringo questioned about meeting in person. Discussion followed.

City Attorney:

- Ms. Stewart stated that there was no report.

City Administrator:

- Mr. Bohman reminded the public about the reduced office hours during the pandemic and that the office is closed to the public, however staff will meet with people by appointment.

Mayor's Report:

- Mayor Jansen stated that there was no report.

Old Business

None

New Business

None

General Comments

No comments.

At 7:55 a motion was made by Mr. Thompson, seconded by Mr. Baehner to enter into Executive Session.

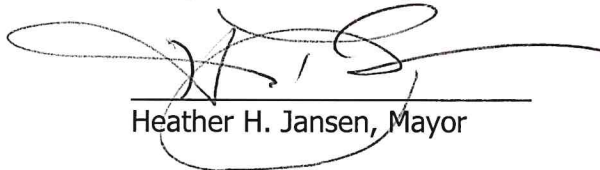
At 8:13 p.m. a motion was made by Ms. Wadsworth, seconded by Mr. Ringo to adjourn. A roll call vote was taken, all in favor.

Time of adjournment was 8:13 p.m.

Respectfully submitted,



Craig T. Bohman, City Administrator



Heather H. Jansen, Mayor