



**Meeting #705 Minutes  
February 17, 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 February 17, 2021 meeting of City of Villa Hills Council (Meeting #704) to order at 6:33 p.m. via teleconference from her home in Villa Hills, Kentucky. Mayor Jansen led Council in a moment of silent for Ronnie King, who was a member of the Crescent Villa Fire Authority for more than 20 years. Mayor Jansen 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**  
**Matt Hall, Police Sergeant**  
**Olivia Amlung, City Attorney**  
**Matt Bogen, City Engineer**

A quorum was present.

The first item on the agenda was approval of the minutes of the January 20, 2021, Council meeting. Mr. Thompson requested a change on the Public Works report, as his name was misspelled. Mr. Cahill also requested an update to page 4, where the sentence ended abruptly after stating Mr. Cahill will come back to get Council approval on. Mr. Cahill requested to finish the sentence with "the Design contract, the financing contract and the Construction Contract."

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

**Presentation:**

Chief Wendt was present to give a presentation of the Annual Fire Report. 586 Fire Runs, 838 EMS runs, down 304 total calls from last year. COVID had a lot of people receiving treatment at home and not being transported to the hospitals. All fires were contained to rooms of origin, meaning less loss of property. 11 Worker's Comp claims in 2020, all were COVID

related. \$45 million radio system put into place within the County. 2 new heart monitors were purchased due to old monitors no longer being serviced. Impressive call in prior week, a life was saved with use of new technology and assisted in saving a life.

Mr. Ringo requested to go ahead with the Fire Authority and Park and Recreations reports, while Chief Wendt was still in attendance.

There was a Special Meeting which included the Fire Authority, the Firehouse Design Committee, and the Firehouse Committee on February 1, 2021. The Firehouse Design Committee made a recommendation of Brandstetter Carroll for the firehouse design. Mr. Ringo explained the highlights and the process the committee used to come up with their recommendation. Firehouse Committee also discussed the decision and also made a motion to recommend Brandstetter Carroll, this was unanimously approved. The Fire Authority then reviewed the recommendation. There was a motion and second, and they unanimously approved to recommend Brandstetter Carroll. They are looking for final approval from both cities.

- **Resolution 2021-C – Resolution accepting the bid of Brandstetter Carroll for Design and construction of new firehouse.**

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

Mr. Ringo then brought up his second topic to include Chief Wendt. His update from Recreation Committee involved a meeting with Villa Madonna where there was discussion of a concern they had with putting an AED at the field, in case a player or fan needed assistance. Villa Madonna proposed to split the cost with the City. Total cost would be \$1,900. Mr. Ringo stated that if the City opted to go forward with this, he would recommend placing one at each field. Franzen Field would need to be 100% covered by the City. There are questions of liability, if it doesn't function correctly. Chief Wendt advised that any outdoor locations will cause battery drainage from change in weather, and the batteries would need to be checked frequently. Cold weather or extreme heat would cause pads to not be useable and could be a problem. Attorney's office will look into legal liabilities and make recommendations at the next Council meeting.

**This will become Resolution 2021-3**

#### **Legislation:**

- **2nd Reading and Adoption of draft Ordinance 2021-A**

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

Ms. Amlung 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. Amlung also noted that Council will need to amend to remove the Community Cat section.

Ms. Stover made a motion to approve the Ordinance as amended by the Administration Committee, second by Mr. Baehner. Roll call vote taken, all in favor, motion passed.

**This will become Ordinance 2021-1**

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

Ms. Amlung presented Council with Municipal Order 2021-A. This is a Municipal Order appointing John Hennessey as Representative to the Kenton County Planning Commission.

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

**This will become Municipal Order 2021-2**

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

Ms. Amlung informed Council that this resolution is supporting adequate funding be approved by the Kentucky State Legislature to Support Safe, Efficient Transportation in the Commonwealth of Kentucky.

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

**This will become Resolution 2021-2**

**Committee Reports:**

**Police:**

- Sergeant Hall presented a Power Point of the January 2021 Police report.
- Sergeant Hall reported on crimes, accidents, overtime, training and K-9 activity.
- Sergeant Hall reported high traffic stop areas include I-75, Buttermilk Road, Collins Road, Amsterdam Road and River Road.
- Sergeant Hall advised a search warrant and arrest occurred in Crescent Springs resulting in drug trafficking charges.
- K-9 Onexx and Officer Dooley has seized over \$10,000 in total cash seizures from 3 stops and arrests.
- Sergeant Hall reported that two police cruisers were struck by other vehicles as a result weather conditions on the roads. Unit 131, the push bumper was removed and it is able to be used until it is surplus when replaced in the rotation this year. Unit 138, Officer Horseman was out on another crash when another truck lost control and struck her unit, pushing it into the first vehicle. The cruiser was a total loss and will need to be replaced. There were no injuries from either crash.

**Safety:**

- Mr. Baehner advised that Chief would likely revise his request for next year's cruisers to add a 3<sup>rd</sup> cruiser due to the one that was totaled.

- Mr. Baehner noted that he had given the Safety Committee an overview on the Firehouse Committee and discussion the Council had at prior meeting about lights at intersection of Collins and Amsterdam.
- Mr. Baehner informed Council that there would be a road closure on Bromley-Crescent Springs Road.
- Mr. Baehner advised there was discussion about an ordinance with Crescent Springs to hold landlords accountable for their renters who commit crimes.

**City Engineer:**

- Mr. Bogen presented the City Engineer's report.
- Mr. Bogen reported an update on Buttermilk Pike project. Riegler will install the trash rack for the headwalls. Riegler is holding on collecting last \$10,000 of contract until all restoration work is completed.
- Mr. Bogen reported that Lakeshore phase 2 is waiting for spring, they will be on site once snow melts off to look at corners at Lakeshore and Villa Marie intersections to give cost estimates on ponding water issues.
- Mr. Bogen noted that the Road Surface Survey, the consultant had staff turnover and has been a delay in County receiving the report.

**Public Works Committee:**

- Mr. Thomson reported on Squire Valley signs are installed and Homeowners Association will be sent a bill.
- Mr. Thompson noted that committee wants to start putting back funds for sidewalks on Amsterdam to Highwater.
- Mr. Thompson gave a big thanks to Public Works Department for clearing City streets.

**Events & Beautification:**

- Ms. Wadsworth received a message from Crescent Springs regarding looking for bands for MusicFest.
- Will try to meet in March, in case the governor allows more activities.
- Roy East from Villa Hills Civic Club inquired about committee assisting with their Egg Hunt. Ms. Wadsworth advised that it would need to involve the entire city and not be limited on participants, and the City would need to be involved in the planning in order to use City funds. Ms. Wadsworth doesn't feel the state will open up in time to be able to participate.

**Finance:**

- Mr. Cahill advised that the first part of the first half of the Finance Committee on Monday included the City of Crescent Springs Finance Committee. The purpose of that meeting was to discuss the budget for the 2021/2022 Fire Authority Budget.
- Mr. Cahill noted that the committee reviewed the January Financial Statements.
- Mr. Cahill made a motion to Adopt the January Financial Statements and have them published. Second by Mr. Ringo. All approved, motion passed.
- Mr. Cahill stated that Mr. Bohman was working on the 2021/2022 Budget and hope to have it out in a couple weeks, so Finance Committee can review and make a recommendation to Council in March or April.

- Mr. Cahill discussed the KLC Investment Pool – Ms. Lipson advised that the Fund has been established and money has been wired to investment account. Report will be given each month on how fund is doing.
- Mr. Baehner requested an update on Franchise fees. Mr. Bohman advised that it was on the January/February utility bills and that we should receive the first payment from Duke in April.
- Mr. Ringo inquired about funding for Firehouse and approval from City. Mr. Cahill advised that KLC Bonds Corporation advised that most of the funding will occur in last 2 weeks and it looks like it will be funded starting April 15<sup>th</sup>. So, City will need to approve anything for the funding during the month of March.
- Mr. Cahill stated that the next meeting will be held on March 15, 2021 and it will be virtual.

**Administration:**

- Ms. Stover discussed that she had been contacted about the neighborhood lending units within the City and that the committee felt that they fell within the accessory units and were perfectly legal to be continued on individual's property.
- Ms. Stover noted that the committee finished reviewing the Z-21 document and will be making a recommendation to Council. PDS will attend March Caucus meeting to make a presentation. Once published, PDS will arrange a public hearing on the document, then PDS will make a recommendation to KCPC for acceptance of Villa Hills Zoning Ordinance. Then the Ordinance comes back to Council for approval.
- Ms. Stover thanked her committee for their participation and assistance for the past two years for their work. Thanks to City Administrator Craig Bohman, Mayor Heather Jansen, Jim Cahill, Tom Wenning, Jane Terrell, Rob Kaufman and Jerry Wallace for their help. Mr. Cahill noted that Ms. Stover is appreciated for all of her work on the Z-21 study.

**Recreation:**

- Mr. Ringo noted that preparations have begun for opening of fields for baseball and softball. Met with Villa Madonna as well for field times. Mr. Ringo requested staff to order port-o-lets for use at the fields until weather warms up.

**Fire Authority:**

- Mr. Ringo noted that the Fire Authority meeting on February 1<sup>st</sup>, they recommended a liaison between the cities and the fire department with the design firm. They recommended Gary Foltz who is a life member of the department and resident of Villa Hills, he will handle that role.
- Fire Authority met and Mr. Ringo gave a report on number of runs.
- Mr. Ringo sent condolences to the King family on the passing of Ronnie King.
- Mr. Ringo reported that run numbers have increased and transports are up. The deficit for the department is going down, but there is a potential for increase in overtime still with the recent weather.
- Mr. Ringo advised the bid specs for the new ambulance are almost complete.
- Mr. Ringo gave an update on Firehouse financial account.
- Next Meeting, Monday March 15<sup>th</sup> at 6:00 pm, possibly virtual.

**City Attorney:**

- Ms. Amlung stated that there was no report.

**City Clerk:**

- Ms. Lipson stated that there was no report.

**City Administrator:**

- Mr. Bohman advised Council and residents that Rumpke is having service issues due to weather with recycling. They are being delayed and should be picking up the day after normal pick up. If recycling is missed, residents should call the city office to have the miss reported. Garbage may be later than normal, but at this time should still be on regular day.

**Mayor's Report:**

- Mayor Jansen reminded everyone that once snow hits 2 inches or greater on the streets, it is an automatic snow emergency in the City of Villa Hills. All cars should be removed from the streets to allow Public Works crews to clear the streets.

**Old Business**

None

**New Business**

None

**General Comments**

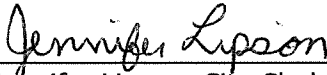
Mr. Cahill requested to only provide police report electronically for the future. No longer provide paper copies.


Ms. Wadsworth inquired if we had an update from the Sisters at Villa Madonna. Mayor Jansen said she had heard they were grateful for all of the meals sent to them. For those not in the hospital, they were expected to return to good health.

At 7:41 p.m. a motion was made by Mr. Baehner, seconded by Mr. Ringo to adjourn. A roll call vote was taken, all in favor.

Time of adjournment was 7:42 p.m.

Respectfully submitted,

  
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Jennifer Lipson, City Clerk

  
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Heather H. Jansen, Mayor