



**Council Meeting #717 Minutes
February 16, 2022**

Mayor Heather Jansen called the February 16, 2022, Meeting of City of Villa Hills Council (Meeting #717) to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Jansen led Council in a prayer, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

**Mayor Jansen
R. Baehner
S. Ringo
C. Stover
S. Thompson
S. Wadsworth**

**Craig T. Bohman, City Administrator
Jennifer Lipson, City Clerk
Bryan Allen, Police Chief
Derick Yelton, Public Works Director
Mary Ann Stewart, City Attorney**

J. Cahill was absent

A quorum was present.

The first item of business on the agenda was approval of the minutes of the January 19, 2022, Council meeting.

A motion was made to approve the minutes by Mr. Baehner, seconded by Mr. Ringo. A vote was taken 5-0. Motion passed.

Legislation:

• **Consideration and approval of draft Resolution 2022-D**

A Resolution of the City of Villa Hills, in Kenton County, Kentucky authorizing the City of Villa Hills to utilize the American Rescue Plant Act (ARPA) funding for government services pursuant to the City's annual budget ordinance.

A motion was made by Mr. Ringo, seconded by Ms. Wadsworth. Voice vote taken, All in favor, Motion passed.

This will become Resolution 2022-4.

• **Consideration and approval of draft Municipal Order 2022-B**

A Municipal Order of the City of Villa Hills in Kenton County, Kentucky updating the rules and regulations for the Villa Hills Police Department to add sections to comply with the updated database security standards.

Chief Allen gave explanation to Council about FBI rules and regulation changes that have required these updates.

A motion was made by Mr. Baehner, seconded by Ms. Stover. Voice vote taken, All in favor, Motion passed.

This will become Municipal Order 2022-2.

Committee Reports:

Police:

- Chief Allen presented a Power Point of the January 2022 Police report.
- Chief Allen reported on crimes, accidents, overtime, training and K-9 activity.
- Chief Allen noted that the department has a 93.2% closure rate on cases and that the department has 3 open investigations currently.
- Council noted that the 11 hours of overtime for the department was the lowest amount of overtime that the department has seen in a long time.
- Chief Allen noted that special area citations, included the area of Meadow Wood, where they have seen an increase in speeding and failure to stop at stop signs.
- The department has been continuing with KLC trainings and K-9 training has continued.
- Chief Allen reported that Officer Mairose is currently on week 6 of FTO training and is doing great, she is still scheduled to begin her academy training in April.

Safety:

- Mr. Baehner gave the Safety report.
- Mr. Baehner noted that of the 11 hours of overtime, 7 hours were for FOT, which are federal overtime and will be reimbursed to the City.
- Mr. Baehner advised that Meadow Wood was being watched under the special area, due to increased traffic traveling to and from the Crossings development in Crescent Springs. The committee has made recommendations to be sent to Crescent Springs Council, including suggestions to obtain speed signs, to display a car's speed and message to slow down.
- Safety Committee discussed ongoing issue with the no parking area on Valley Trails at the crest in the hill. The signs have repeatedly been removed. The committee and Council have instructed Public Works to paint the curbs yellow to indicate no parking and for police to enforce the no parking area.
- Safety Committee's next meeting will be March 8, 2022 at 6:30 pm.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson informed Council Bayer & Becker has provided a cost estimate for the project if built as drafted including the sidewalk on Collins at \$1,500,000.
- Mr. Thompson informed Council that there was some review of bills received from Eaton Asphalt, but after reviewing the amounts were correct. There was additional work completed on Blue Bird and Timberchase that increased the total costs.
- Mr. Thompson reported that the ruts were still an ongoing issue and still awaiting state to make repairs.

- Mr. Thompson informed Council that the plans for Meadow Wood are to continue patching until the Crossings is complete, then Villa Hills and Crescent Springs will work together on a joint street replacement project. This is estimated to occur in 2025/2026.
- Niewahner is the major road project being planned for 2022/2023.
- The Committee has asked the new engineer to look into an SNK grant for Valley Trails. Valley Trails will be a 3-phase project with the first phase slated to begin in 2023/2024.
- Mr. Thompson reported that there is now a 3rd section of guardrail in need of repair. The guardrail at Collins and Amsterdam was struck and is a safety issue. This has been sent to the state with a request for urgent repairs.
- Mr. Thompson advised that the Committee has reviewed the Public Works budget and has given the go ahead for Public Works to order the new dump truck budgeted for the current year. Since there will be a delay in obtaining the truck, the funds will be rolled forward to the next fiscal year.
- Mr. Baehner inquired if the Public Works Committee has been satisfied with the work of the new engineer so far. The committee has been satisfied and reiterated that part of what they were looking for was an engineer to also help with seeking out grants and the new firm has the extra manpower to handle that. The City now has a team of engineers as opposed to only 1 dedicated engineer.
- Mr. Baehner brought up for discussion to have Public Works help with moving the remaining 10-15 mailboxes from the North side to the South side of roadway on Amsterdam from Collins to Niewahner. Safety Committee and Public Works Committee will work together on this.

Public Works

- Mr. Yelton gave the Public Works Directors report.
- Mr. Yelton reported that in addition to snow and ice removal, the department has been addressing potholes and trash pickup.
- Mr. Yelton advised that upcoming projects for Public Works includes mill and overlay of the parking lots at the Police and Public Works buildings, and adding additional parking at the administration offices. City may need an easement from Duke, this is being looked into.
- Mr. Yelton advised that they will also be working to replace older signs throughout the City over the next few months.
- Mr. Yelton reported that the department has used approximately 324 tons of salt to date, about \$23,000 spent this fiscal year.
- Mr. Yelton expressed his gratitude to residents who shared their kind words on Facebook and for the treats provided to the crew, and the notes from Villa students.
- Mayor Jansen thanked Mr. Yelton and his crew for all of their hard work during the snow and ice storms.

Events & Beautification:

- Ms. Wadsworth advised that the committee did not meet in February.
- Ms. Wadsworth reported that she is looking to shift the budget around to allocate money to the Villa Hills Civic Club Fire in the Hills, to include the City's 60th celebration with the event. She will be meeting with the Civic Club and Police Department to make the event and traffic control safer and to also make sure all necessary permits are obtained. The event is planned to take place on July 2, 2022. Anniversary of the City of Villa Hills is June 7th.

Finance:

- Mr. Thompson gave the Finance report.
- Mr. Thompson noted that the committee reviewed the January financials.
- Mr. Thompson reported that KLC Investment Pool money was received back to the City's Operating fund.
- Mr. Thompson advised that the committee has made a suggestion to add additional budget lines to the financial statement to show gains and losses for the future.
- ARPA – Council has approved the Resolution to keep the money and will discuss where to spend the funds.
- Next meeting on March 14, 2022 at 7:00.

Administration:

- Ms. Stover stated that the Administration Committee did not meet in February, but will meet in March.

Recreation:

- Mr. Ringo reported he had met with Villa Madonna Academy to go over items with them.
- Mr. Ringo had discussion with the civic club regarding a water issue on a field at Franzen. Mr. Ringo and Mr. Yelton will meet with the civic club to look at the issue.
- Mr. Ringo reported that the Longhorns have set up the field schedules and that if any other teams are looking for field time, they should contact the Longhorns for availability. Mr. Ringo advised that the fields should be opened in 3-4 weeks.
- Mr. Ringo has contacted Villa Madonna Academy about Shadow Night. Villa Madonna is interested, but the space that is normally used is in question for being available to outside agencies. If they are permitted to host the event, it would need to occur on April 27th, not the regular meeting night. There was discussion about using River Ridge, however their facility, and seating is designed for elementary students and the set-up is not desirable for the meeting. Mr. Ringo will follow up with Villa Madonna prior to the next meeting.

Fire Authority:

- Mr. Ringo advised that bids for the new firehouse were received. There were 7 bidders and all bids were over the original estimated cost. Both Villa Hills and Crescent Springs had approved a \$6 million budget. The low bid with bare minimum is \$7.43 million, with additional features that bid goes up to \$8.2 million. The high bid with bare minimum was \$8.036 million and that bid goes up to \$8.89 million with additional features. The engineering firm is inquiring about the high costs. They believe the material costs are what is driving the higher bid prices.
- Outside agency inspected the building and has said it should be closed, that it is unsafe and should not house people.
- The bids are 40% over cost estimate. However, it is designed to accommodate the next 50 years. That means the fire authority will need to come back to both cities for more money.
- Mr. Ringo informed Council that Mr. Cahill was already working with KLC to try to get another \$2.5 million bond. With interest rates going up, the 2 cities will need to work fast to secure the deal.
- Fire Authority will be meeting on Monday, February 21st at 6:00.
- Mr. Bohman is also looking at possible grant money from the state.

City Attorney:

- Ms. Stewart advised Mayor and Council that she would like to hold her report for an item to be discussed in Executive Session.

City Clerk:

- Ms. Lipson gave an update on upcoming training for the Administration Department.
 - Ms. Lipson and Ms. Bailey will attend Clerk’s Spring Conference virtually April 20-22
 - Ms. Lipson was selected by NKMCA to attend IIMC training from May 22-26, NKMCA will pay for hotel and registration fee, the City training budget will cover travel and food.
 - Ms. Bailey will attend her 3rd and final year of Kentucky Municipal Clerk’s Institute from July 18-22.
 - Ms. Lipson will attend her 3rd year of Kentucky Municipal Clerk’s Academy from August 24-26.

City Administrator:

- Mr. Bohman reported that he had received an email about the upcoming Armed Forces 5K Run on Saturday, May 21, 2022. Mr. Bohman reminded residents that there will be road closures along Collins and Amsterdam from the Lou Hartfiel Park to River Ridge Elementary for the duration of the race. Additional information will be posted closer to the event.

Mayor’s Report:

- Mayor Jansen shared with Council the Executive Order that was done after the January meeting to make the appointments to the Fire Authority.
- Mayor Jansen reminded residents that the No Knock Policy for the city is not automatic. If a resident wishes to be added to the No Knock list, they need to call the City office to be added. As a reminder, school groups such as Girl and Boy Scout troops, political campaigning and religious groups are excluded from being required to have a solicitor’s license.
- Mayor Jansen noted that LED light switchover is continuing throughout the city. Residents are asked to contact the City building if they notice any of the lights not working.

Old Business

NONE

New Business

NONE

General Comments

Council and Mayor Jansen thanked Mrs. Borchardt and the 4th grade class at Villa Madonna for the notes of thanks and encouragement that they recently delivered to Council and staff.

At 7:25 p.m. a

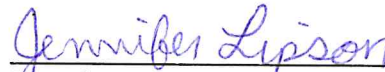
Motion was made by Mr. Baehner, seconded by Ms. Stover to go into executive session pursuant to KRS 61.810(1)(c): Discussions of pending litigation.

At 7:55 p.m. a motion was made to return from Executive Session by Ms. Stover, seconded by Mr. Baehner.

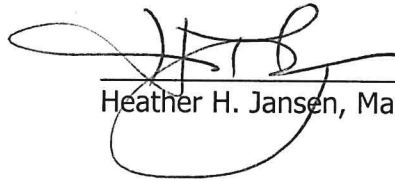
At 7:56 p.m. a motion was made by Ms. Stover, seconded by Mr. Ringo to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:56 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor