



**Council Meeting #723 Minutes
August 17, 2022**

Mayor Heather Jansen called the August 17, 2022, Meeting of City of Villa Hills Council (Meeting #723) 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 moment of silence, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

**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 Lieutenant
Derick Yelton, Public Works Director
Mary Ann Stewart, City Attorney**

A quorum was present.

The first order of business on the agenda was approval of the minutes of the July 20, 2022, Council meeting.

A motion was made to approve the minutes by Mr. Baehner, seconded by Ms. Stover. A vote was taken 5 in favor – 1 abstain – 0 nays. Motion passed.

Presentation:

Bayer Becker representative Katie Dillenburger and City Engineer Mike Yeager were present at the request of Council to answer questions regarding the price increases for the Collins & Amsterdam Road Project.

Mr. Thompson started with a Powerpoint presentation to outline what the cost increases were and why items were added. Several of the items were ones the Council had rejected and opted for lower cost ways to complete the project. When the City's proposal was presented by Bayer Becker to KYTC, the engineers with KYTC rejected several suggestions and updated requirements for the project. The beginning rough estimate was \$1.5 million, then in December 2021 cost estimate was \$1,628,000.

Several areas that caused a price increase were:

- General increase for inflation was \$407,000 increase
- Adding a full retaining wall at Old Collins, the headwall modification proposed by Bayer Becker and the City were not acceptable. KYTC's requirement to build a retaining caused a \$624,000 increase.
- Western approach to intersection changes cause \$125,000 increase.
- Collins curb, gutter, and drainage increased \$40,000.
- Mobilization/Demobilization, construction traffic management, causes an increase of \$205,000. These are percentages based on construction costs.

- Right of Way purchases, this amount is on the high end and includes possibility of KYTC need to have certified person handling, if federal funding is acquired for the project. This increase is \$225,000.
- Relocation of utilities – these costs could increase the project cost by \$625,000.
- Sidewalk from Collins to Felice, are not mandatory for the project and may be postponed, this was \$346,000 increase.
- Inspection services, was an increase of \$40,000, this is required for the grant being requested.

The current total cost estimate for the project is now \$4,265,000 and only includes sidewalk within the construction area.

There could be additional increase or decrease depending on cost of supplies based on inflation. If KYTC recommends any additional design changes, the costs could increase or decrease. The current cost estimate is conservative, to avoid the need to return to any granting agencies to ask for more money. Final utility costs could decrease due to the project being in the right of way and it is for the “greater good” for the community, the costs could be carried by utility companies.

Grant request for the project has been submitted to OKI for the SNK grant, the engineer will know if the project ranks high enough for funding by the September meeting, with notification being received by October. Other grants that can be applied for are CMAQ and separate sidewalk funding.

Committee Reports:

Police:

- Lt. Hall presented a Power Point of the July 2022 Police report.
- Lt. Hall reported on crimes, accidents, overtime, training and K-9 activity. He noted of the 130 hours of overtime for the month, 43 hours were for Fire in the Hills, and 38.5 hours were for FOT, which is Highway Traffic Safety Grant.
- Officer Black is now certified to teach CPR, First Aid and AED, so certifications can be done in-house.
- Officer Mairose will be graduating from academy on September 23rd, and it is anticipated that she will complete field training by the end of October.
- Lt. Hall reported that Officer Thomas has submitted his resignation, effective August 25th. He will be going to Elsmere to be an SRO. Lt. Hall informed Council that it is becoming more difficult to hire retired officers, due to the state’s requirement for SRO’s in the schools, the pool of officers is decreasing for regular positions for the department.
- Ms. Wadsworth thanked Lt. Hall for work on Safety Night.
- It was noted that Safety Night was smaller this year and that was most likely because the Blackhawk was unable to be present, due to being deployed to the areas in Kentucky affected by the recent floods. They are looking to add the rollover simulator to next year’s Safety Night.

Safety:

- Mr. Baehner reported that Safety Night, was a decent turnout and had good event planning by the departments
- Mr. Baehner reported that they recently addressed a speed complaint on Riverwatch and that a speed study was completed. Over 800 vehicles were captured and less than 6%

were doing 25 miles per hour or greater. A stealth study will be conducted in the area and the results will be reported to the committee.

- Mr. Baehner advised that the speed sign on Western Reserve was not working and Crescent Springs was notified. New batteries were ordered, but there has been a delay in shipping. Once received the batteries will be installed.
- Bromley/Crescent Springs Road will be closed for a full-depth replacement. No through traffic will be permitted in the work area. Emergency equipment will have access, but access will require police assistance to help Fire/EMS crews to gain access. Fort Mitchell has been included to assist in the response plans.
- Areas of concern addressed by the committee for Crescent Springs included no parking zone for Harris, Ms. McGowan will follow up on that. Also, beggars on the lot at Remke's, which have been addressed. Residents of Crescent Springs requested increased patrol on High Street due to increase of speeders.
- Next Meeting will be Tuesday, September 13th at 6:30 pm.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson advised that the repairs on Lakeshore following the recent water main break, have not been completed yet. The Water District has advised it would be 4-6 weeks before they complete repairs.
- Mr. Thompson reported that projects for this fiscal year will include re-striping, which is weather dependent; panel replacements and overlays for Woodchuck, which are estimated at \$39,000; Council chambers parking lot, which was awarded to Riegler should begin soon; Niewahner Drive, which will be put out for bid in Spring 2023.
- Mr. Thompson advised that Council will be voting on an Ordinance tonight to allow residents to tap into city-owned drainage pipes with their downspout and sump pump drain lines. This will be included with a waiver for homeowners along Niewahner to sign up for while the new drainage is being installed along the street.
- Mr. Thompson informed Council that the dump truck has been ordered and a \$25,000 down payment was submitted. The down payment is to lock in the price of \$128,070 and also allows the bidder to begin purchasing equipment for the truck. It will be at least one year before the new truck is ordered.

Public Works Director

- Mr. Yelton gave the Public Works Directors report.
- Mr. Yelton advised that Riegler will begin work on the parking lot soon.
- Mr. Yelton reported that the crew has been working on tearing out panels for replacement on Woodchuck.
- The department has been trimming trees, which have caused visibility and lighting issues in the City.
- Mr. Yelton thanked the Garden Club for their work around the City and to Ms. Wadsworth and the Events and Beautification committee for the employee luncheon.
- The road along creek on Short Amsterdam was repaired and they also fixed road issue on Amsterdam across from Madonna Manor.

Events & Beautification:

- Ms. Wadsworth reported that the committee plans to have the Florence Y'all's night again next summer.
- The committee also discussed a plan for Fire in the Hills next year for the bounce houses, as there was concern about small children running around without supervision.

- Ms. Wadsworth announced that Summer Movie nights have not seen a huge turnout, but that there were at least 100 attendees for each movie. Friday, August 20th will be showing Field of Dreams, and KONA ice and the concession stand will both be available. There will be no September movie, due to many school events and football starting.
- Ms. Wadsworth has been in contact with Marianne Dunn, who asked to work with the committee to host senior meetings and events. They will begin after the Firehouse is complete and a meeting space available on a specific date and time each month.
- Ms. Wadsworth reported that members of her committee took charge of decorations and set up and clean up for the employee luncheon which was held August 9th.
- The committee is currently working on plans for a Haunted Movie Night, which will replace Haunted Trail. The movie will be a double feature, an early movie for the young audience, then a 2nd movie later for older children and adults. Before the first movie, a pumpkin patch will be available for children to visit and decorate their pumpkins. The committee is looking to have face painting and a costume contest for all ages. The date will be October 15th, with a rain date of October 22nd.
- The committee is working on plans for a Cookies and Cocoa with Mayor Jansen and Council, with Santa making an appearance for the children.

Finance:

- Mr. Cahill gave the Finance report.
- Mr. Cahill advised that the committee had reviewed the July financials and recommends Council approve the financials subject any audit adjustments and post to the website, once the audit has been completed.
 - Mr. Cahill made a motion to approve July Financials, subject to any audit adjustments, seconded by Mr. Thompson. All voted in favor, Motion passed.
- Mr. Cahill advised that the audit work in the office was complete and that the committee and Council may receive the results in September or October.
- Mr. Cahill reported that Crescent Villa Fire Authority has created a new bank account for Federal funds only, they have federal monies only in that account, in case of an audit.
- Next meeting on September 19, 2022 at 7:00.

Administration:

- Ms. Stover advised that Administration Committee did not meet due to the meeting night falling on the same date as Safety Night.

Recreation:

- Mr. Ringo advised that fall soccer and football are going on at this time.
- Mr. Ringo reported that Wayne and the Public Works crew have been keeping the fields in great shape this year.

Fire Authority:

- Mr. Ringo reported on fire and EMS runs for the department.
- Mr. Ringo advised that the July financials were approved by the board.
- Mr. Ringo gave an update on the new firehouse, he also reported that the recent rains were causing problems with getting the footers installed. IT and Cincinnati Bell for pricing for new computer system.
- Next meeting will be September 19th at the Firehouse.

City Attorney:

- Ms. Stewart advised that she would be requesting a brief executive session at the end of the meeting.

City Clerk:

- Ms. Lipson advised that the shred event was successful and thanked Mayor Jansen, Mr. Bohman, Mr. Cahill, Ms. Bailey and Arielle Lipson for their assistance at the event.

City Administrator:

- Mr. Bohman advised Council that the Caucus meeting in September only has two possible subjects, one being the audit, if it is ready by then. The second being tax rate discussion. If the City takes the +4%, a Public Hearing would be required. Discussion by Council to possibly cancel the Caucus meeting and save the public hearing for the regular Council Meeting.

Mayor’s Report:

- Mayor Jansen advised that there were solicitors in the area from a pest control company who are being very aggressive. Mayor Jansen reminded residents that the City does have a No Knock Policy, where residents are able to have their address added to the No Knock list, which is provided to solicitor’s when they obtain their solicitor’s license from the city office. If a resident is on the list and someone knocks, residents can ask to see their solicitor’s license. If they refuse to show one, residents are asked to contact police right away, so police can address the solicitors. Those exempt from the required license and the No Knock list include campaigning, charitable organizations and school/youth organizations such as school fundraisers and Girl Scouts and Boy Scouts.
- Mayor Jansen also made a note that many residents are having issues with cell phones along Amsterdam Road. Mayor Jansen noticed that she loses coverage most often between May-October, when trees are blocking the reception from phone to cell towers.
- Mr. Bohman has a virtual meeting on August 18th with Telecad. Telecad on behalf of Verizon is requesting a waiver for height restriction for a new tower on Collins. This request will be reviewed by Kenton County Planning Commission, not to the City Board of Adjustment. City is waiting for final agreement on franchise agreement with Verizon.

Legislation:

- **2nd Reading and approval of draft Ordinance 2022-G**

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, amending Chapter 93 of the Villa Hills Code of Ordinances to create a new section 93.05 permitting residents to tap in down spouts or sump pump lines into city-owned underground drainage pipes.

A question was asked about the rate not being listed in the ordinance and Mr. Thompson advised that the rate will be a part of the agreement that the homeowner signs.

A motion was made by Mr. Thompson, seconded by Mr. Ringo. 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

Passed 6-0. This will become Ordinance 2022-7

- **2nd Reading and approval of draft Ordinance 2022-H**

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky Amending sections 74.30 Streets with No Parking and 74.31 Streets Designated with Fire Lanes to add the streets and alleys in Sanctuary Village subdivision.

Mr. Bohman reported that he sent the original to the developer, and was informed that some areas noted as no parking would eliminate parking in the commercial area. The ordinance was amended to allow for parking around the commercial areas, with the exception of two locations due to hydrants around townhomes.

A motion was made by Mr. Baehner, seconded by Ms. Wadsworth. 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

Passed 6-0. This will become Ordinance 2022-8

- **1st Reading and discussion of draft Ordinance 2022-I**

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky levying an ad valorem Real Estate tax of 22.3 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 6.5 cents per each one hundred dollars in valuation of personal property within the City.

Mr. Cahill discussed with Finance Committee, and the committee gave favorable recommendation to approve the proposed rate. The rate last year was .221 and would go to .223 this year. The compensating rate would drop the actual rate. The 4% increase would be a \$21 per household increase on average. This rate would allow the City to maintain the current services to residents.

- **1st Reading and discussion of draft Ordinance 2022-J**

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky amending section 50.15 of the City Code of Ordinances to adjust the assessment for garbage service in the City.

Mr. Cahill noted that the increase is \$36 per household per year, which is \$3 per month. This is an extension to the current contract. This was not put out for bid yet, as the increase would likely have been more. Mayor Jansen advised that the waste collection has been a topic of discussion recently at the Mayor's forum and some cities have their own collection team, due to the lack of competition in the area.

- **Consideration and approval of draft Resolution 2022-M**

A Resolution of the City of Villa Hills, in Kenton County, Kentucky authorizing the Mayor or the Mayor's designee to submit applications for Surface Northern Kentucky, Congestion Mitigation and Air Quality, Transportation Alternative Projects, and Safe Routes To Schools grants, SD1 Public Cost Share Projects, and other appropriate grant opportunities for the funding of road projects in the City of Villa Hills.

This is proposed to allow the Mayor to sign for grants, without awaiting approval from Council each time. Mr. Thompson advised that grantees like to see these, as they already know that the City will match funds when the city applies for grants.

A motion was made by Mr. Baehner, seconded by Mr. Ringo to approve draft Resolution 2022-M. Voice vote taken, All in favor, Motion passed.

This will become Resolution 2022-13.

Old Business

None

New Business

NONE

General Comments

Mrs. Wenning from Carpenters Trace inquired if Council had looked at adding a traffic signal at Villa Drive while completing the Collins and Amsterdam project. It is not in the current plan, but has been looked at. Council decided to wait until after the intersection is complete to determine if a light or other option would be needed for that intersection.

At 8:34 p.m. a Motion was made by Ms. Wadsworth, seconded by Ms. Stover to go into executive session pursuant to KRS 61.810(1)(c): Discussions of pending litigation.

At 8:38 p.m. a motion was made to return from Executive Session by Mr. Baehner, seconded by Ms. Stover. With no action taken.

At 8:39 p.m. a motion was made by Mr. Ringo, seconded by Ms. Stover to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 8:40 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor