

**Council Meeting #721 Minutes
June 15, 2022**

Mayor Heather Jansen called the June 15, 2022, Meeting of City of Villa Hills Council (Meeting #721) 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 in remembrance of Ron Bising, who was a former police officer and police chief; and in remembrance of Charlie Summe who was a Kentucky Representative and a Kenton County Commissioner, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

**Mayor Jansen
R. Baehner
J. Cahill
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**

S. Ringo and C. Stover were absent from the meeting.

A quorum was present.

Mayor Jansen praised Duke Energy for restoring electricity for the residents in Villa Hills quickly, following the storm earlier in the week.

The first item of business on the agenda was approval of the minutes of the May 18, 2022, Council meeting.

A motion was made to approve the minutes by Mr. Cahill, seconded by Ms. Wadsworth. A vote was taken 2 in favor – 2 abstain – 0 nays – 2 absent. Motion passed.

Committee Reports:

Police:

- Chief Allen presented a Power Point of the May 2022 Police report.
- Chief Allen reported on crimes, accidents, overtime, training and K-9 activity.
- Chief Allen reported update on the Fire in the Hills planning – Rogers Road will be closed from Villa Marie Drive to Lakeshore Drive for the safety of pedestrians, police officers will be at both locations to redirect traffic and lights will be put up in the area. There will be no illegal parking permitted for the event. Those who live nearby are encouraged to walk. There will be parking available on site for those needing handicap access.
- Chief Allen expressed his condolences to the family and friends of Mr. Tom Huelsman who passed away from cancer during the week prior. Mr. Huelsman was a local K-9 trainer, who Officer Dooley and Onexx have worked with. Chief Allen asked everyone to keep the family in our prayers.

- Officer Dooley and Onexx attended the NAPWDA conference.
- Council inquired about how the number of calls for service compare to prior years, Chief Allen noted that the number of calls were consistent with the amount for prior years.

Safety:

- Mr. Baehner reported that plans were ongoing for Safety Night, which will be held on August 3rd from 6:00 – 8:30 at Tom Braun Fields.
- Mr. Baehner informed Council that the Police Department has a new policy on the agenda for tonight for approval. The committee reviewed the policy, which is based on an Executive Order from President Biden, so wording is based on that Executive Order. The committee recommends the policy for approval by Council.
- Mr. Baehner asked that the City check and correct any incorrect listings for the Fire in the Hills Event. The correct times are 3:00 pm – 10:00 pm, or at the conclusion of the fireworks.
- Mr. Baehner also announced that there will be no parking permitted in the yard at the City Administration building for the Fire in the Hills Event.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson advised that the City Engineer has sent in the grant application for the SNK Grant for Collins and Amsterdam project.
- The total overall estimate for the Collins and Amsterdam project, including the sidewalk from Collins to Felice, which is not part of the required project, but is planned to be incorporated is now estimated at \$4.265 million.
- If the City receives the full amount of the SNK grant requested, that grant would cover \$3.4 million of the project and leave the City to cover the 20% match of \$854,000. The SNK funds only has \$6 million available for projects, while our engineer feels we may score high, we could see anywhere from all of the monies requested, a partial funding, or no funding. If the grant is not received, the sidewalk from Collins to Felice will be pulled from the project and planned for another time. The City should find out if we receive any funding by October 2022.
- The project for Collins and Amsterdam does not include the replacement of Old Collins, however, that is being planned to be replaced at the same time that the construction at Amsterdam and Collins takes place, which is planned to start by July 1, 2023.
- Information for the project will be posted on the City's website and Facebook page to give timelines and to keep residents informed prior to the of the start of the project.
- Council discussed that the Short Amsterdam project could possibly re-start at the same time that the City is required to start the Amsterdam and Collins project. The City did acknowledge that there may be an overlap, but that the Short Amsterdam was County road project and they did not know if the state would allow a delay due to that project, since it is not a state project.
- Mr. Thompson reported that mailboxes along Amsterdam will be moved in July. Letters will be sent to residents affected. Public Works will move the mailboxes the week of July 11th, mail will be held at the post office that week for residents. There are 15 mailboxes being moved and the City is covering the cost of moving the boxes.
- Mr. Thompson discussed the 10-year road plan and noted that Prospect Point will receive an overlay this year.
- Mr. Thompson informed Council that Rogers Road from Buttermilk to the Bridge is slated to have an overlay in 2025/2026, the engineer will be performing a core test on the road, because they believe the road may need a full-depth replacement.

- Mr. Thompson has asked the engineer to give the city an updated price estimate for the streets in Villa Hills and for Villa Hills' portion of Meadow Wood, which the city is working with Crescent Springs to make this road a joint project, and will be contingent upon the completion of The Crossings.
- Council inquired where funding will come from to cover financing of Collins and Amsterdam. Mr. Bohman advised that if SNK grant is received, the City will utilize the TIF Funds and may also need to obtain financing. If the SNK grant is not received, the City will look into financing and will need to use the TIF fund to pay debt services.
- Mr. Thompson reported that Public Works will be restriping around the City and will have a contractor to fix the City lot at Police and Public Works buildings.
- Mr. Thompson informed Council that the guardrail project is finished and that the City had scrapped the metal from the project and received \$243 for the scrap.

Public Works

- Mr. Yelton gave the Public Works Directors report.
- Mr. Yelton reported that the crew has been performing normal building and grounds maintenance.
- Mr. Yelton advised that the roadway fix on Short Amsterdam will occur after they finish moving the mailboxes on Amsterdam.
- Mr. Yelton informed Council that they were still looking for a dump truck, but have not located any available yet.
- Council asked about the fire lanes in Sanctuary, Mr. Yelton advised that he still needs to meet with Chief Wendt, Lt. Hall and Safety Committee to determine best location, then they will put up signs and mark curbs accordingly.

Events & Beautification:

- Ms. Wadsworth informed Council that Florence Y'all's was a fun, but very wet night. There were 126 tickets sold and all were present, except 1 family. The committee is planning to have this family event again in the future.
- Ms. Wadsworth advised that Fire in the Hills will be July 2nd and they have 2 bounce houses, tent, tables, chairs and lights ordered. She will be meeting with the Villa Hills Civic Club, Lieutenant Hall, and Mr. Yelton on Monday to finalize plans.
 - The committee has been attempting to locate golf carts to rent, to transport those with mobility issues from the main lot to the Franzen Field lot for the event, however they are unable to locate any to rent. Due to liability issues, drivers of any golf carts or gators, will need to be City employees or elected officials.
- Ms. Wadsworth reported that the first Movie Night is Friday, June 17th and the movie for the night will be Sing 2. The movie will start around 8:30, and they have Smoke Wagon food truck coming. The concession stand will also be open, residents are asked to bring cash for purchases.
- Ms. Wadsworth advised that July 15th the movie they are looking at possibly showing is "Field of Dreams". Rain will cancel and movie will transfer to the next month.
- Ms. Wadsworth stated that the committee is looking at hosting an event for seniors.
- Ms. Wadsworth is looking forward to working with Anna Bailey, who will be staff assigned to her committee effective July 1st.
- Ms. Wadsworth informed Council that due to the large number of volunteers required to have Haunted Trail, the committee has decided to go a different direction for the Halloween Event. They are planning to have Haunted Movie Night instead and will show 2 different movies. The early movie will be kid friendly for the younger children, then a

later movie will be shown, which will be geared towards the teens and adults. This is being planned for October 22, 2022

- Events and Beautification will not meet in July, due to the 4th of July holiday.

Finance:

- Mr. Cahill gave the Finance report.
- Mr. Cahill advised that the committee had reviewed the May financials and recommended Council approve the financials and post to the website.
 - Mr. Cahill made a motion to approve May Financials, seconded by Mr. Baehner. All voted in favor, Motion passed.
- Mr. Cahill advised that the budget amendment includes the \$700,000 to be transferred from ARPA funds to the Fire Authority for the firehouse project, which will occur during the current fiscal year, if the amendment is passed by Council.
- Mr. Cahill reported that the Finance committee recommends for adoption both the 2021/2022 Budget amendment and the 2022/2023 Budget.
- Mr. Cahill informed Council that the Fire Authority will also have a budget amendment, to accept the \$700,000 funding from Villa Hills.
- Next meeting on July 18, 2022 at 7:00.

Administration:

- Ms. Stover was not present, the committee did not meet in June, and there was no report.

Recreation:

- Mr. Ringo was not present and did not submit a report for Council.

Fire Authority:

- Mr. Baehner advised that the Fire Authority was scheduled to meet the following week.
- Mr. Cahill reported that the storm water situation appears to be resolved with Sanitation District and a lot of dirt is being moved on the firehouse project.
- Next Meeting on June 20th.

City Attorney:

- Ms. Stewart had nothing to report.

City Clerk:

- Ms. Lipson had nothing to report

City Administrator:

- Mr. Bohman informed Council that an additional solar panel had recently been discovered with installation in the front yard. He contacted Sharmili Reddy and Rob Himes to inquire why this was approved, when he had requested that they hold the permit until Mr. Bohman had a chance to discuss the issue with Council. It appears that there was a hold in zoning, but that building services had approved the permit, and the install had occurred. The new solar panel installation was discovered when the company called the City office to request an inspection. There have been 8 other installations of solar panels following correct zoning permits. This is the 3rd one that is not in compliance. To date, there are 11 residences with solar panels.

Villa Hills is the only city in the area with defined guidelines for solar panels. Ms. Wadsworth and Mr. Thompson voiced their opinion that the City should review the guidelines and possibly allow more flexibility on locations for solar panels. This issue is being referred back to the Administration Committee for review. Council also asked that the committee include the Fire Department in the review for Fire Safety issues.

Mayor's Report:

- Mayor Jansen thanked Mr. Bohman and Ms. Lipson for urgency in having a dumpster delivered following Monday night's power outages. She reminded residents that the dumpster is located next to the Public Works building and is available for anyone who may need to dispose of spoiled foods, and is available until Friday morning.

Legislation:

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

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky Pursuant to KRS 91A.030(10) for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by estimating revenues and resources and appropriating funds for the operation of city government and providing that no monies shall be expended by or on behalf of The City of Villa Hills except in accordance herewith.

A motion was made by Mr. Baehner, seconded by Mr. Cahill. A Roll Call vote was taken as follows:

Mr. Baehner	Y	Mr. Cahill	Y
Mr. Thompson	Y	Ms. Wadsworth	Y

Passed 4-0. This will become Ordinance 2022-5

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

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky Amending The City's Budget And Ordinances 2021-4 and 2021-13 by appropriating designated payroll tax reserves, adjusting expenses in the Capital Fund, and adjusting the Federal Grant Fund revenues and expenses This is an amended budget ordinance for The City of Villa Hills, Kentucky pursuant to KRS 91A.030(10) for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

A motion was made by Mr. Cahill, seconded by Mr. Thompson. A Roll Call vote was taken as follows:

Mr. Baehner	Y	Mr. Cahill	Y
Mr. Thompson	Y	Ms. Wadsworth	Y

Passed 4-0. This will become Ordinance 2022-6

- **Consideration and approval of draft Municipal Order 2022-E**

A Municipal Order Authorizing the Mayor to enter into an Interlocal Cooperation Agreement with the Kenton County Board of Education to provide School Resources Officer Services Beginning July 1, 2022.

Mr. Baehner stated he was surprised by the change, as Council had discussed having the School Board pay 100% of the salary for the SRO. Mr. Baehner requested that Council be notified of changes before the legislation is added to packets in the future. Mayor Jansen explained that the House Bill was not clear on who was responsible for the cost and that there will be more issues from this legislation. Until the City receives clarification, City staff discussed the need to raise the amount that the School Board needs to pay, the school board agreed to the proposed increase which includes the salary increase for the 2 prior Fiscal Years, plus the upcoming raise for the SRO. The amount presented in the agreement was the agreed upon amount.

A motion was made by Mr. Baehner, seconded by Mr. Thompson to approve draft Municipal Order 2022-E. Voice vote taken, All in favor, Motion passed.

This will become Municipal Order 2022-5.

- **Consideration and approval of draft Municipal Order 2022-F**

A Municipal Order Updating the Rules and Regulations for the Villa Hills Police Department to comply with new standards.

The updates are in conforming with President Biden's recently issued Executive Order, and the wording is consistent with that order. This is not a local issue with our standards, but the Police Department is updating their policy to be in compliance.

A motion was made by Mr. Baehner, seconded by Mr. Thompson to approve draft Municipal Order 2022-F. Voice vote taken, All in favor, Motion passed.

This will become Municipal Order 2022-6.

Old Business

Update on Draft Ordinance 2021-R – Telecommunication Franchise Agreement. Mr. Bohman reported that they had the virtual call with the engineering firm out of Chattanooga, who is working for Verizon. Verizon may need a variance for the size of the tower being proposed. The permitted size is 35 feet and they are proposing 40 feet. If they need a variance, it will be a hearing at the Kenton County Planning Commission.

New Business

NONE

General Comments

Ms. Wadsworth thanked Ms. Lipson for her help with Events and Beautification committee over the last few years and is looking forward to working with Ms. Bailey as she takes over that staff role in July.

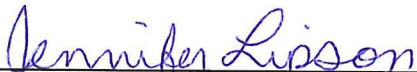
Ms. Wadsworth expressed her appreciation for the work that Martha Lange put in working with the landscape company for the re-design of the garden around the Villa Hills sign.


Mayor Jansen thanked Ms. Wadsworth for updating the flowers at the Police and Administration buildings.

At 7:41 p.m. a motion was made by Ms. Wadsworth, seconded by Mr. Thompson to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:42 p.m.

Respectfully submitted,


Jennifer Lipson, City Clerk


Heather H. Jansen, Mayor