



**Council Meeting #724 Minutes
September 21, 2022**

Mayor Heather Jansen called the September 21, 2022, Meeting of City of Villa Hills Council (Meeting #724) 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 prayer for a family who lost their child, 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
Aaren Meehan, City Attorney**

A quorum was present.

Mayor Jansen opened the Public Hearing for the 2022 Tax Rates. Mr. Bohman read the public hearing and explained the proposed rate and the compensating rates for Mayor, Council and the public.

Mayor Jansen opened the floor for public comments. There was no Council or public comments or discussion.

Mayor Jansen closed the public hearing.

The first order of business for the meeting was administering the Oath of Office for Officer Michael Haught. Chief Allen introduced Officer Haught to Mayor and Council. Officer Haught has 6 years of experience as a police officer, and served in the Army for 4 years. Officer Haught is coming to Villa Hills from Warsaw and is being hired as a lateral officer.

Mayor Jansen administered the Oath of Office, then presented Officer Haught with his badge. Officer Haught's family was present for the swearing in. Mayor and Council congratulated and welcomed Officer Haught to the city.

The next order of business was approval of the minutes of the August 17, 2022, Council meeting.

A motion was made to approve the minutes by Mr. Baehner, seconded by Mr. Ringo. A vote was taken All voting in favor, Motion passed.

Committee Reports:

Police:

- Chief Allen presented a Power Point of the August 2022 Police report.

- Chief Allen reported on crimes, accidents, overtime, training and K-9 activity. He noted of the 59 hours of overtime for the month, 11.5 hours were for Safety Night, 18 hours for court, and 19.5 hours were for FOT, which is Highway Traffic Safety Grant.
- Chief Allen announced that Officer Thomas has left the department for an SRO job with the City of Elsmere. Officer Haught was interviewed, background checked and hired to fill the position left open by Officer Thomas' departure.
- Officer Mairose will be graduating from academy on September 22nd at 2:30, and will be on the street the following week.
- Chief Allen informed council that planning has started for this years' Shop with a Cop.
- Chief Allen reported that there was a call for a drowning over the weekend. All officers and other responding personnel did what they could, but unfortunately the child was down too long before being found.
- New police vehicle has arrived and will go out to be wrapped and wired for equipment. There are 2 new cars on order for next year, as it is anticipated to take around to receive the vehicles. Unit 128 will go out of fleet, but may be kept as an unmarked/investigation car.

Safety:

- Mr. Baehner reported that Bromley Crescent Springs Road construction is seeing issues with residents continuing to drive around barriers. As a reminder the barriers are up as a safety for residents.
- Mr. Baehner reported that Mr. Bruns gave the committee an update on the Firehouse. Mr. Ringo will share that update.
- Mr. Baehner advised that the city needs to start succession planning for Onexx, as he will need to be replaced when he retires in about 4 years.
- Next Meeting will be Tuesday, October 18th at 6:30 pm.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson advised that Council that preliminary reports are that Collins and Amsterdam were recommended for funding for a grant through OKI.
- Mr. Thompson reported that Lakeshore is still waiting on being fixed. Striping is going on around the City.
- Mr. Thompson reported that the lot outside of Council Chambers was recently completed with an overlay and was striped.
- Mr. Thompson informed Council that Niewahner is in the design phase and cost estimates. This is planned to be put out for bid for a spring project.
- Mr. Thompson reviewed the 5-year Road Plan that was sent to Council and advised in reviewing the 10-year plan, that 5-year was a better timeline as pricing changes so much beyond that point that it is difficult to estimate costs so far out.
- Mr. Thompson reported that core testing was completed on Rogers Road between Buttermilk and the bridge and it will not need base repairs. The plan is to resurface and add gutters on that portion of Rogers Road.
- Mr. Thompson advised that the sidewalk report from PDS is not clear on portion of sidewalk that is rated needing repairs. The list provides the address then a picture of the panel without any background in the picture to help them figure out which panel is noted as being in need of repair or replacement. Another issue that was found, is that some panels are located along joint property lines and it is not well defined as to which owner is responsible. In some areas, to fix 1 panel, other panels adjacent to that panel may also need to be fixed. The committee also noted that there was not a set standard used for needs for replacement, the rating of need to repair was inconsistent.

Events & Beautification:

- Ms. Wadsworth reported that the committee is working on the fall event, which will be called Villa-Ween. The event will have carnival games, pumpkin patch, and face painting to be enjoyed prior to the showing of the movie "Beetlejuice". Food truck and concessions will also be available.
- Villa-Ween will take place on October 15th from 5-9 pm, with a rain date of October 22nd.
- The next meeting will be October 3, 2022, they may call a special meeting to change location to Franzen Field shelter. This will be posted, if it is changed.

Finance:

- Mr. Cahill gave the Finance report.
- Mr. Cahill advised that the committee had reviewed the August financials and recommends Council approve the financials subject to any audit changes and post to the website, once the audit has been completed.
 - Mr. Cahill made a motion to approve August Financials, subject to any audit changes, seconded by Mr. Baehner. All voted in favor, Motion passed.
- Mr. Cahill advised that the audit should be presented at the October meeting.
- Next meeting on October 17, 2022 at 7:00.

Administration:

- Ms. Stover advised that the committee reviewed placement of garbage cans. The committee requested that staff place a reminder in the newsletter that garbage cans should be in side or rear yard of residence. Cans may be placed at the curbs the night before and should be removed the day of pick up.
- Ms. Stover reported that the committee was currently reviewing a Z-21 text amendment change for section 4.05 and 7.1, regarding accessory structures. The process will require a Resolution from Council that will go to PDS as a text amendment, who will then take the proposal to Kenton County Planning Commission. This process will likely take until February or March to be complete.
- Ms. Stover stated the committee also looked at the issue of solar panels on properties. The committee feels that the ordinance should be left as is, but add recommendations from Chief Wendt, as a text amendment.
- Mr. Baehner noted that Crescent Springs wants to mirror the text amendment for the solar panels, so it is consistent with the 2 cities, due to having the joint fire department.
- Ms. Stover reported that use of golf carts was reviewed. Golf carts are not permitted on City Streets or right of ways within Villa Hills.
- Ms. Stover advised they were requested to look at restrictions of corner lots, in regards to fences. A corner property may be requesting a variance for height and locations, which are currently restricted for their property due to the double front yard.

Recreation:

- Mr. Ringo advised that fall sports are still in full swing. Sunday, October 23 will be the final day for the fields to be open. Public Works and Park and Recreation employees will spend the final week of October preparing fields and buildings for winter.

Fire Authority:

- Mr. Ringo reported on fire and EMS runs for the department.
- Mr. Ringo advised that the August financials were approved by the board. The board had discussion about additional financial oversight and Mr. Tom Noll was appointed to assist Mr. Cahill.

- Mr. Ringo announced that they had obtained pagers with what should have been FEMA grant money, but FEMA cut the grant and instead of the \$2,500 match, the new cost for the department will be \$11,000.
- Mr. Ringo gave a report that Duke Energy is closing the cavern and will be burning off remaining fuel and filling the cavern with water.
- Mr. Ringo gave an update on the new firehouse, foundations and footers are poured and water proofing was being installed. They have also received items that are being stored on property, such as roof insulation and panels, and blocks for walls are being delivered soon. They are taking advantage of best pricing for the products.
- The Board had discussion about rules for public comments at the board meetings. Rules were approved by the board for conversations at the meetings between the public and board members.
- Next meeting will be October 17th at the Firehouse.

City Attorney:

- Ms. Meehan advised that she had no report.

City Clerk:

- Ms. Lipson advised the administration staff was gearing up for printing and mailing of tax bills and newsletters for the next week.

City Administrator:

- Mr. Bohman advised Council that the Board of Adjustment hearing was scheduled to go in front of Kenton County Planning Commission for the cell tower variance on Collins Road. The variance request is for a 40 foot tower, where the City zoning code allows a maximum height of 35 feet. This variance will only apply at this site.

Mayor's Report:

- Mayor Jansen advised that if any member of Council has additional information they wish to have included in the newsletter, to send the information to her or staff.
- Mayor Jansen announced that at the Mayors' Group meeting, Kenton County Clerk Gabe Summe was present and updated the mayors on changes for elections. There was an ADA audit done on all voting locations in Kenton County, of 26 locations, only 1 was ADA compliant. River Ridge, which is the voting location within Villa Hills was noted as the threshold was too high for wheelchairs. Due to the timing of receiving reports and elections, these would all be addressed after the next several months and may not be complete prior to the November elections.
 Post cards will be going out to all registered voting households giving instructions on How to Vote and where to vote. Sample ballots will be shared when available.
 There will be no live feed for races this year.
- Mayor Jansen will be hosting the October Mayors' Group meeting at the Firehouse on October 15th and Council is invited to attend.

Legislation:

• **2nd Reading and approval 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.

A motion was made by Mr. Baehner, 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 2022-9

- **2nd Reading and approval of draft Ordinance 2022-J (as amended)**

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.

A motion was made by Ms. Wadsworth, seconded by Mr. Baehner. 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 2022-10

- **2nd Reading and approval of draft Ordinance 2021-R**

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, amending section 52 of the Villa Hills Code of Ordinances titled Small Cellular Tower Design Guidelines.

A motion was made by Ms. Stover, 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 2022-11

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

A Municipal Order of the City of Villa Hills, Kentucky, approving the appointment of Jason Stover to the Villa Hills Board of Adjustment for the term specified herein.

This is a re-appointment to the Board of Adjustment for Mr. Stover.

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

This will become Municipal Order 2022-7.

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

A Municipal Order of the City of Villa Hills, Kentucky, approving the appointments of Barb Fritz and Lee Gatts to the Villa Hills Board of Adjustment for the term specified herein.

Mr. Jerry Wallace, chairperson for the Board of Adjustment made the recommendations of Ms. Fritz and Mr. Gatts to Mayor Jansen.

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

This will become Municipal Order 2022-8.

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

A Municipal Order of the City of Villa Hills, Kentucky, authorizing the Mayor to enter into a Telecommunication (Non-Cable Television) Franchise agreement with Cellco, doing business as Verizon.

Mr. Bohman thanked City Attorney Mary Ann Stewart who put in a lot of hours and work on the agreement and Mr. Bondy from Cellco for his work on the details in the agreement between the City and Cellco.

A motion was made by Mr. Thompson, seconded by Ms. Wadsworth to approve draft Resolution 2022-I. Voice vote taken, All in favor, Motion passed.

This will become Municipal Order 2022-9.

Old Business

None

New Business

NONE

General Comments

Ms. Wadsworth addressed Chief Allen to inquire if there was an age limit for motorbikes being driven on roadways. Chief Allen will look to see if there is a difference on whether the bikes are dirt bikes or electric bikes. There may be different rules depending on the type of bike.

Mayor Jansen mentioned that she witnessed a gentleman cleaning up trash along Amsterdam Road while he was walking. Mayor Jansen thanks the gentleman for his work.

Mrs. Kerr, asked Mr. Bohman if the cell phone tower would be a big metal tower or the black pole style. Mr. Bohman informed her that it would be the black pole style.

At 7:42 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 7:43 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor