

**Special Council Meeting #729 Minutes
February 15, 2023**

Mayor Lulu Dozier called the February 15, 2023, Special Meeting of City of Villa Hills Council (Meeting #729) to order at 6:30 p.m. at the Villa Madonna Auditorium, 2500 Amsterdam Road, Villa Hills, Kentucky. Mayor Dozier led Council in a moment of silence, followed by the Pledge of Allegiance.

Mr. Bohman called the roll. Those in attendance:

**Mayor Jansen
J. Cahill
S. Ringo
C. Stover
S. Thompson
S. Wadsworth
K. Walsh**

**Craig T. Bohman, City Administrator
Jennifer Lipson, City Clerk
Matt Hall, Acting Police Chief
Derick Yelton, Public Works Director
Aaren Meehan, City Attorney**

Also in attendance were students from local 5th grade classes from River Ridge Elementary, Villa Madonna Academy, and St. Joseph Elementary who were shadowing elected officials and staff. The following students conducted the meeting with the advice and guidance of their respective sponsors:

Lulu Dozier, Mayor (Mayor Jansen)
Brooklyn Rosing, Finance Committee Chair (Mr. Cahill)
Carina Radcliff, Public Works Committee Chair (Mr. Thompson)
Kendahl Jansen, Events and Beautification Committee Chair (Ms. Wadsworth)
Cameron Phillips, Fire Authority Committee Chair (Mr. Ringo)
Leland Giles, Administration Committee Chair (Ms. Stover)
Jameel Fall, Safety Committee Chair (Mr. Walsh)
Gia Brooks, Police Chief (Chief Hall)
Ash Arnett, Public Works Director (Mr. Yelton)
Mia Zumbiel, City Attorney (Ms. Meehan)
Adam Klosinski, City Engineer (Mr. Yeager)

Unable to be present, **Ganjina Gafurova, City Administrator** (Mr. Bohman)

A quorum was present.

The first order of business for the meeting was approval of the minutes of the January 18, 2023, Special Council meeting.

A motion was made to approve the minutes by Ms. Rosing, seconded by Ms. Radcliff. A vote was taken All voting in favor, Motion passed.

Next on the agenda was an introduction of the guests. Mr. Ringo welcomed the public and gave a brief introduction of Shadow Night and introduced the student shadows that were selected to participate in the meeting. Mr. Ringo invited families to take pictures at the conclusion of the meeting.

Committee Reports:

Police:

- Chief Brooks presented a summary of the January 2023 Police report.
- Chief Brooks reported that the department had 1,056 calls.
- Chief Brooks gave Council an update on agency activity for the month, including citations, collisions, and criminal investigations report.
- Chief Brooks advised that department training for January included KLC Use of Force video, K-9 training, K-9 Conference at Ark Encounter, and Firearms Simulator for entire department.
- Chief Brooks reported that the K-9 unit was deployed 7 times, 6 calls in Villa Hills and Crescent Springs, and 1 assist to another agency, which resulted in 3 arrests and 11 charges.
- Chief Brooks broke down department overtime for the month. There was a total of 34 hours of overtime, 19 for Court, 1 Investigations, 6 hours for FOT, 4 hours for shift coverage and 1 hour for a late call.
- Chief Brooks also advised that they will start interviewing police officers to fill vacant positions soon.

Safety Committee:

- Mr. Fall reported that his committee held their meeting February 14th, where Officer Dooley and K-9 Onexx were present to provide a demonstration and discuss the work that Onexx does, such as searches for drugs and criminals.
- Mr. Fall reported that Chief Hall presented the January police report to the committee.
- Mr. Fall advised that the 2023-2024 Police budget was discussed.
- Mr. Fall reported that there was discussion regarding a type of Disaster Management plan for the city, and it was noted that there is a Business Continuation Plan currently.
- Mr. Fall advised that the next meeting will be March 7th.

City Engineer:

- Mr. Klosinski reported that the Kentucky Transportation Cabinet let us know the engineering design will need to go back out for bid. Once the engineering design firm is selected, they will take the preliminary design work that has been completed and put together final construction documents. The grant that we received will pay for 80% of the construction costs.
- Mr. Klosinski advised that there has been a lot of progress on the roadway and stormwater design for Niewahner Drive. SD1 has approved the 50-50 public cost share agreement. Once the plans have been completed, the project will be ready to be put out to bid for construction.
- The Kentucky Transportation Cabinet sent out a notice that sidewalk grant applications will be accepted until March 1. Our plan is to submit a grant application to fund 80% of the design and construction of new sidewalk along Highwater Road between Colina and Amsterdam. To make room for the sidewalk, we will need to remove some landscaping, trees, and build a retaining wall to hold back the hillside. The crosswalk that will cross Highwater will be protected by the stop sign to make it safer for the people crossing.
- Mr. Klosinski advised that the pavement corings that were taken on Rogers Road show that the roadway can be resurfaced and doesn't need to be completely reconstructed. The surveyors have completed their fieldwork so they can also include stormwater improvements in the project to keep the flooding that happens during heavy rain events from occurring.

Public Works Committee:

- Ms. Radcliff gave the Public Works Committee report.
- Ms. Radcliff gave an update on the Collins/Amsterdam intersection, KYTC sent comments on the City's request for bids. The committee will review them and make changes.
- Ms. Radcliff reported that Project Planning includes FY 2022-2023 plans for Niewahner Drive, which includes the current area of work on the sidewalk behind the island, which floods after every rain. They are looking at how to drain that water away. FY 2023-2024 plans for Valley Trails from Dalewood to Dry Creek, FY 2024-2025 Rogers Road Overlay, and Colina Sidewalk.
- Ms. Radcliff advised that the rent for the salt storage location was raised and that the landlord strongly recommended seeking alternative storage arrangements. The committee is recommending ARPA funds up to \$250,000 be used to build a salt bin. The survey crew inspected the area near the Public Works garage for the salt bin. A proposed structure is being developed.
- Ms. Radcliff noted that for the Colina to Highwater sidewalk, the Public Works Director met with homeowners about the work. They were very understanding, but want to make sure the areas are properly restored.
- Ms. Radcliff advised the sidewalk repair program was discussed further.

Public Works Director

- Mr. Arnett reported that Public Works has used roughly 200 tons of salt since December 2022, which costs coming in around \$18,000 to date. All trucks and equipment have been operating fine.
- Mr. Arnett reported that Public Works would like to build a salt garage in the city, next to the maintenance shop. The engineer is working on a draft proposal for the building.
- Mr. Arnett advised that the department is picking up trash along roadways, patching holes, cleaning drains, and performing building maintenance weekly.
- Mr. Arnett reported that the department is participating in various training opportunities and are getting ready for spring and summer projects.

Events & Beautification Committee:

- Ms. Jansen reported that the committee met on February 6th. They discussed the Christmas in the Park event held in December, and areas for improvement for next year.
- Ms. Jansen had presented her suggestions to the committee, which included possibly having a potluck dinner, a family field day, or family Olympics.
- Ms. Jansen reported that the committee discussed the Easter Egg Hunt, which will be held on Saturday, April 1st. The committee is seeking student volunteers from St. Joe's and St. Agnes to help stuff the eggs. The Easter bunny will be present and there will be an opportunity for pictures with the Easter Bunny.
- Ms. Jansen informed council that Villa Hills will be working with Crescent Springs on a different event for the fall. In place of the Haunted Trail and Music Fest, the new event would be a Harvest Festival, which will take place on Saturday, September 30th. There will be carnival games for kids, face painting, and a pumpkin patch. One band will be hired to play for the event. The fire department will grill hamburgers and hot dogs and will have drinks available for sale. The evening will end with fireworks.
- Ms. Jansen advised that the committee was also working on a Villa Hills Night at Florence Y'all. Summer movie nights will only be held in June and July this year, as attendance was very low in other months.

Finance Committee:

- Ms. Rosing advised that the committee met on Monday night and reviewed the financials. The committee reviewed January financials, and recommended approval of financials.
 - Ms. Rosing made a motion to approve January Financials, and to post those financials to the website, seconded by Mr. Phillips. Voice vote taken, All voted in favor, Motion passed.
- Ms. Rosing reported that the unanswered questions from November and December were also reviewed.
- Ms. Rosing advised that the committee discussed the need for a budget amendment. It was clear that an amendment will need to be done prior to June 30th.
- Ms. Rosing stated that staff will have the proposed 2023-2024 budget available for Council to review at the Caucus meeting in March. The finance committee will review the budget after Council has time to debate some of the larger items.
- Ms. Rosing reported that the firehouse ILA requires a joint finance meeting with Crescent Springs and Villa Hills finance committees. That meeting will be held on Tuesday, February 21st at 4:30 at Crescent Springs City Building.
- Next meeting is Monday, March 13th at 7:00.

Administration Committee:

- Mr. Giles reported that City Administrator Bohman gave the committee a report on the Rumpke waste and recycling contract, which expires on June 30, 2023. The city is in a joint contract with Ludlow and Edgewood currently. Other cities looking to join the group are Taylor Mill, Bromley and Crestview Hills. The bid instructions were sent out and bids are due by March 24th.
- Mr. Giles advised that Mr. Bohman also reported on a text amendment that Council submitted to KCPC for a text amendment to Z21. This may be on the agenda for KCPC meeting on March 2nd. After KCPC hears the motion, and rules on it, it will be sent back to Council.
- Next meeting is Wednesday, March 1st at 6:30 pm.

Fire Authority:

- Mr. Phillips gave the Fire report update. He reported that the Fire Authority will meet on Monday, February 20th at 6 pm at the firehouse.
- Mr. Phillips reported that Chief Wendt had provided the January report and the department had 47 fire runs and 93 EMS runs in January.
- Mr. Phillips advised that the board will be discussing a proposed budget from the finance committee for the next fiscal year, which includes pay increases.
- Mr. Phillips reported that Chief Went has reported that they have 5 recruits in EMT school and that those individuals will be available for service in about 3 months.
- Mr. Phillips informed Council that there has been a lot of construction activity on the firehouse recently. Concrete has been poured for the entire bay area, and the bedrooms and office areas still need to be poured. Steel roof joists have been erected. The project is currently 5 ½ weeks behind schedule, but the contractor plans to complete by October.
- Mr. Phillips advised that Chief Wendt filed for a large FEMA grant for 51 sets of firefighter gear. If received, this grant is valued at \$178,000. The grants are awarded in June, the department is hopeful to receive it.
- Mr. Phillips reported that one of the department's EMS members, who is also a full time EMS member at UC, was honored last week at the NFL's Honor ceremony, as one of the

group that gave emergency treatment to Damar Hamlin of the Buffalo Bills. This member was the one that gave the shock that saved Damar's life.

- Next meeting for the Fire Authority will be February 20th.

City Attorney:

- Ms. Zumbiel introduced herself and gave a brief overview of the responsibilities of the City's attorney. She advised that she is responsible for providing all legal services for the City, and that she provides advice and guidance to the Mayor, City Council, and to all of the employees of the City. As attorney, she represents the City in all types of litigation, and drafts contracts and ordinances for the City.
- Ms. Zumbiel advised that Ms. Stewart worked with the City Administrator over the past month on some general legal matters, and that she will be attending the March 2nd meeting at Kenton County Planning Commission to report on the City's requested zoning text amendments.

City Administrator:

- Mr. Bohman reported that due to unforeseen circumstances, his shadow was unable to be present.
- Mr. Bohman reported that as of January 1st, 50 properties out of 3,000 still have unpaid property taxes or waste fees. This is 1.7% of the total tax bills that were mailed out in September. The amount unpaid is \$29,245, with penalty and interest.
- Mr. Bohman advised that the General Assembly is considering a bill called HB-64, which would allow some retired police officers to count their training for up to one year after they retire, instead of 100 days. This change avoids unnecessary training costs. Staff is asking for a resolution to be sent to Frankfort supporting this bill.
- Mr. Bohman met with County staff to find the reason for the payroll tax increase over the past two years. The increase is caused by people continuing to work from home after COVID shutdown, and new remote work jobs. Only 5% of the total payroll tax is related to the new home construction.
- Mr. Bohman advised that the City of Edgewood released the joint bid for garbage collection. It covers the cities of Bromley, Crestview Hills, Edgewood, Ludlow, Taylor Mill, and Villa Hills. The due date is March 24th, and Council must approve a new contract before July 1st.

Mayor's Report:

- Mayor Dozier reported that as part of our legislative consideration, she is asking council to oppose Senate Bill 50 and House Bill 50 that were filed during the 2023 regular session. Both bodies have approved requiring partisan local elections for the offices of mayor, and legislative body members for all city offices. The increased election costs created by this change would be passed through to the voters. The Kenton County Mayors Group passed a resolution to oppose these bills. Similar resolutions have been passed by Fort Wright and Independence. It is on the agenda for most, if not all, of the other local cities in the county.
- Mayor Dozier thanked Mr. Ringo for coordinating Shadow Night with the three local schools. She also thanks council, police, public works, legal representative and engineering partner for their participation. Also, thanks our Administrative staff that handled all the specific details that helped make this a worthwhile event.

Legislation:

Ms. Zumbiel presented the following Legislation:

- **Consideration and approval of draft Municipal Order 2023-3**

A Municipal Order of the City of Villa Hills, Kentucky, approving the appointment of Lee Gatts to the Villa Hills Board of Adjustments for the term specified herein.

A motion was made by Mr. Giles, seconded by Ms. Rosing to approve Municipal Order 2023-3. Voice vote taken, All in favor, Motion passed.

This will become Municipal Order 2023-3.

- **Consideration and approval of draft Resolution 2023-1**

A Resolution of the City of Villa Hills, in Kenton County, Kentucky, authorizing the Mayor to sign a joinder agreement with the Kentucky Deferred Compensation Authority.

A motion was made by Ms. Jansen, seconded by Mr. Giles to approve Resolution 2023-1. Voice vote taken, All in favor, Motion passed.

This will become Resolution 2023-1.

- **Consideration and approval of draft Resolution 2023-2**

A Resolution of the City of Villa Hills, in Kenton County, Kentucky, opposing SB50 and HB50 filed in the 2023 Regular Session.

A motion was made by Mr. Phillips, seconded by Mr. Fall to approve Resolution 2023-2. Voice vote taken, All in favor, Motion passed.

This will become Resolution 2023-2.

- **Consideration and approval of draft Resolution 2023-3**

A Resolution of the City of Villa Hills, in Kenton County, Kentucky, supporting HB64 filed in the 2023 Regular Session

A motion was made by Ms. Radcliff, seconded by Ms. Jansen to approve Resolution 2023-3. Voice vote taken, All in favor, Motion passed.

This will become Resolution 2023-3.

- **Consideration and approval of draft Resolution 2023-4**

A Resolution of the City Council of Villa Hills, Kentucky, thanking River Ridge Elementary School, Saint Joseph School, and Villa Madonna Academy for participating in the 2023 Government Shadow Program with the City of Villa Hills

A motion was made by Mr. Phillips, seconded by Mr. Fall to approve Resolution 2023-4. Voice vote taken, All in favor, Motion passed.

This will become Resolution 2023-4.

Old Business

NONE

New Business

Mr. Ringo made a motion to ratify all decisions taken at the meeting. Second by Ms. Stover. Voice vote taken, All were in favor, Motion passed.

General Comments

Chief Hall announced that Officer Bullard had been awarded the DUI award. Chief Brooks presented the award to Officer Bullard.

Mr. Ringo thanked the schools for their participation in the Government Shadow Night program and thanked Villa Madonna Academy for hosting the meeting at their facility.


At 7:06 p.m. a motion was made by Mr. Phillips seconded by Mr. Giles to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:07 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor