



**Council Meeting #731 Minutes
April 19, 2023**

Mayor Heather Jansen called the April 19, 2023, Meeting of City of Villa Hills Council (Meeting #731) to order at 6:38 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Jansen led Council in prayer, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

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

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

A quorum was present.

The first order of business for the meeting was approval of the minutes of the March 15, 2023, Special Council meeting.

Mr. Thompson requested an update to the notation requested by Mr. Ringo on the vote taken for Ordinance 2023-B, be moved to a separate line following the vote.

A motion was made to approve the minutes with the amendment by Mr. Cahill, seconded by Mr. Walsh. A vote was taken. All voting in favor, Motion passed.

The next order of business was approval of the minutes of the April 12, 2023 Special Caucus Meeting.

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

Committee Reports:

Police:

- Chief Hall presented a Power Point of the March 2023 Police report.
- Chief Hall reported that the department had 1,469 calls for service and showed the comparison to surrounding cities.
- Chief Hall advised that there are 8 open cases being investigated by the department.
- Chief Hall reported that the department KLC training video for the month was Search & Seizure.
- Sergeant Black has taken Evidence Management Training, and the department is looking at updating the tracking system and evidence room maintenance.
- Chief will review KLC model policies, as they are used as a basis for accreditation. All policies must be same or more strict than KLC for Accreditation process. Re-Accreditation occurs every 4 years.
- Officer Haught is certified with Crisis Intervention Team.

- Chief Hall reported that there were 10 canine deployments, which resulted in 2 arrests and 6 charges filed. Officer Bullard has been assisting Officer Dooley in K-9 training and has expressed interest in becoming a K-9 officer.
- Chief Hall reported 35 hours of overtime for the month, which included 19 hours for court, 1 hour for FOT, 10 hours shift coverage, and 5 hours for late calls and investigations.
- Chief Hall was contacted by Department of Criminal Justice Training that the department was up for an audit, and that audit went well. This audit is performed every 3 years.
- Chief Hall reported that he has received a formal letter from Villa Madonna Academy requesting an SRO for the 2023/2024 school year. Chief Hall reported that the school is prepared to pay the expenses for the SRO.
- Mayor Jansen reported that in the Mayor's Group Meeting, Independence reported that they had also received a request from St. Cecilia for an SRO. It was also reported that the Kenton County Sheriff will be taking over SRO in schools in Taylor Mill, as Taylor Mill has stepped away from providing staff for the positions at their schools.
- Council inquired about the decrease in K-9 expenses. Chief Hall explained that part of the decrease is due to an insurance policy on Onexx that now covers his vet expenses. And that his equipment is still good and not in need of replacement. Chief Hall recommends Council start putting money aside for the future K-9 replacement. Onexx has 2-3 more good years before he will need to be retired from service. It will cost approximately \$30,000 for a new dog and training and equipment for the dog. Some items will be able to be re-used for future K-9, others are specific to the dog and will need to be replaced.

Safety Committee:

- Mr. Walsh advised that his committee recognized recent audit and congratulated Chief on doing well on that.
- Mr. Walsh attended the Hazardous Mitigation Meeting with Mayor Jansen, Chief Hall, Mr. Bohman, and Mr. Yelton.

Public Works Committee:

- Mr. Thompson gave the Public Works Committee report.
- Mr. Thompson reported the RFP information for design work for Collins and Amsterdam, received only 1 bid, but will still submit scoring on the bid with KYTC and the city's engineer.
- Mr. Thompson advised that the report of mud in Squire Valley was investigated and voids were found under the road. It will cost an estimated \$12,500 to fill the voids and install a dam to divert the water to the street's side drains.
- Mr. Thompson reported that the vision clearance issue on Deerfield was brought to the attention of KYTC, and they did not recommend a mirror for visual in the area. There were no reported accidents with indication of intersection site issues in that area.
- Niewahner design work is continuing work on that and tying in drainage to get the standing water out when it rains.
- Valley Trails & Rogers Road, they are working on determining if they need to get easements, to help with drainage work along the road.
- Mr. Thompson gave an update on the salt bin. They are still waiting for clearance from SD1 for runoff, Duke with overhead power lines, and to make sure the building can be built at the proposed location.
- Precision Concrete has begun the process of inspecting and marking sidewalks throughout the City. Once completed, they will provide a report. Mr. Yelton and Mr.

Yeager will accompany the crew to see what and how they are scoring the condition of the sidewalks.

Public Works Director

- Mr. Yelton shared a sample of sidewalks that will need replacement, which will not be able to be ground down.
- Sidewalks with utility issues will be looked at for contacting utility companies to repair.
- Mr. Yelton advised preparation at the parks is underway and that the irrigation systems are ready to be turned on. Bathroom repairs have been completed at the parks and they have been opened.
- Mr. Yelton followed up on the report for the salt bin. GeoTech will be on site for core samples and looking at any slippage, that Duke has to give clearance for overhead lines, and SD1 wants building back 15 feet from their lines to allow access.
- Mr. Yelton advised that bridges have been inspected. Rogers cannot anchor to the bridge, so the Pedestrian bridge will need to be a "floating bridge".
- Public Works has been providing training to their newest employee.
- Mr. Yelton thanks the Garden Club for upkeep of gardens and for residents who are out picking up trash while they are walking in the neighborhoods.

Events & Beautification Committee:

- Ms. Wadsworth advised that the committee did not meet, and explained that the egg hunt was cancelled in April due to the field where the hunt had been planned to be held, had been flooded with rains that week.

Finance Committee:

- Mr. Cahill advised that the committee met on Monday night and reviewed the financials. The committee reviewed March financials, and recommended approval of financials for March.
 - Mr. Cahill made a motion to approve March Financials, and to post the financials to the website, seconded by Mr. Ringo. All voted in favor, Motion passed.
- Mr. Cahill reported that the committee discussed the proposed budget some, but will discuss more at the May meeting.
- Mr. Bohman updated the committee with a bank safety report of the bonds that Heritage holds that covers the City's checking accounts and balances of those accounts.
- The committee also discussed the KLC Investment Policy. The policy allows Money Market with 20% on City's funds invested. Mr. Bohman is discussing with PNC, what needs to be done to re-open the KLC account. Mr. Cahill noted that the City Administrator was given the power to take care of the investments without needing a vote from Council.
- Next meeting is Monday, May 15th at 7:00.

Administration Committee:

- Ms. Stover reported that the committee met and discussed the Rumpke contract proposal.
- Mr. Bohman reported that the contract is in negotiation, and Rumpke has resolved all but one issue that the City has with the new RFP.

Recreation Committee:

- Mr. Ringo reported that all fields, restrooms and concession are up and running. Lots are consistently full, as are the fields.

Fire Authority:

- Mr. Ringo gave the Fire Department run report for the month of March. Fire Authority has had 54 Fire calls in March, 143 year-to-date; and 86 EMS calls in March, with 280 year-to-date.
- Fire Authority will have a budget amendment. The joint finance committee between the Fire Authority and both cities have approved the amendment.
- Mr. Cahill and Mr. Ringo reported that March payments for the firehouse were made from federal funds account for the firehouse. The bond money is in the account and is earning interest. The interest may end up returned to both cities upon completion of the project.
- Mr. Ringo reported that the storm water line to the pond is completed, but the manholes around the firehouse still need to be finished.
- Mr. Ringo advised that the Fire Authority will be receiving a \$3,500 grant from Duke Energy for lighting fixtures. They may also receive a refund back from Duke on other equipment that has been purchased.
- Next meeting for the Fire Authority will be May 15th at 6:00 at the firehouse.

City Attorney:

NO REPORT

City Clerk:

NO REPORT

- Ms. Wadsworth inquired about how many treat bags had been requested and what was left. She will be contacting Jane Terrell to see if they want to send the remainder to the troops.

City Administrator:

- Mr. Bohman advised that he had met with Mr. Daly in reference to the Interlocal for the police contract. They would like to meet with Mayors sometime in the next week.
- Mr. Bohman reported that issues with ADP were being resolved and we have been receiving refund payments from ADP.
- Mr. Bohman reminded residents that the City does provide Passport processing services. With it currently being passport season – due to processing times, for travel in the summer, all passport applicants are required call to schedule an appointment.

Mayor's Report:

- Mayor Jansen advised that Northern Kentucky Water District is doing a service line inventory in the area and will be contacting homeowners to see if they have copper or lead pipes leading into their homes.
- Mayor Jansen visited Villa Madonna's 4th grade class to talk to them about government.
- Shadow Night for 2024 will be at Villa Madonna Auditorium on February 21, 2024.

Legislation:

Ms. Stewart presented the following Legislation:

- **1st Reading and Discussion of draft Ordinance 2023-D**

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, 2023 and ending June 30, 2024 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 the behalf of the City of Villa Hills except in accordance herewith.

Council inquired if the SRO funding for Villa Madonna was in the budget, and were advised that it was not added to the budget. It was also noted that if it is approved for next school year, that it would be a pass through line item reimbursed by the school. This applies to both Villa Madonna and if St. Joe requests an SRO.

Old Business

A reminder to Residents, that May 20, 2023, the Armed Forces race will take place from 8:00 – 10:00, and roads will be closed along Collins and Amsterdam. Signs will go up a week before reminding residents of the road closures. For anyone wishing to sign up to participate, the website to sign up is Runningtime.net.

New Business

NONE

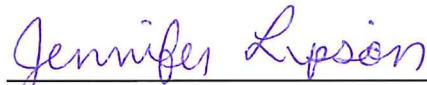
General Comments

Mr. Thompson gave update on OKI report on Brent Spence Bridge project. Information can be found online at BrentSpenceBridgeCorridor.com. The site shares a flyover and idea of what the area will look like once the bridge is built. The new companion bridge will flow through, but will not have exits for the downtown area.

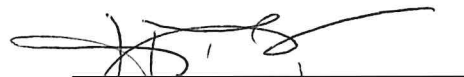
At 7:50 p.m. a motion was made by Ms. Wadsworth, seconded by Ms. Stover to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:51 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather H. Jansen, Mayor