



**Council Meeting #736 Minutes
September 20, 2023**

Mayor Heather Jansen called the September 20, 2023, Meeting of City of Villa Hills Council (Meeting #736) 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, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

Mayor H. 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.

First order of business was approval of the minutes of the August 16, 2023, Council meeting.

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

Next was approval of the minutes of the September 13, 2023 Caucus Meeting.

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

Committee Reports:

Police:

- Chief Hall presented the Power Point of the August 2023 Police report.
- Chief Hall reported that the department had 1,504 calls for service and showed the comparison to surrounding cities. 12 reported crimes, 43 traffic collisions. There were 119 citations issued, most of which were for the federal highway safety overtime grant.
- Chief Hall advised that the department has 8 cases under investigation.
- Chief Hall reported that the department training for the month was Sexual Harassment / Social Media, which covers recent law changes. Other training included: Officer Dooley and Onexx K-9 training, and Sergeant Black attended SWAT training for 10 hours.
- There were 13 canine deployments, 8 within the 2 cities, and 3 deployments assisting other agencies, including the Independence homicide suspects.
- Chief Hall reported 57.5 hours of overtime for the month, which included 9 hours for court, 25 hours for FOT, 6 hours for investigations, 3 hours shift coverage, and 14.5 hours for National Night Out (Safety Night).
- Chief Hall announced that the Police department was awarded the Federal Overtime and Corridor Safety grants for the upcoming year. This is approximately \$30,000 in grant money.

- The Tunnel 2 Towers 5K was held on Saturday. 663 runners/walkers turned out for the event. The police department appreciates the patience of residents with the roads being blocked.
- Chief Hall advised that officers will be present at Fall Fest on September 30th.
- Council inquired about traffic issues at River Ridge. Chief Hall is trying to get a plan in place with the school and school board to redirect traffic off of Amsterdam.
- Ms. Wadsworth advised that a school speed limit sign was not functioning along Amsterdam, Chief Hall will report the sign to the state, who maintains the sign.

Safety Committee:

- Mr. Walsh advised that the committee had a brief discussion about Officer Black being a member of the SWAT and negotiations team, and some of the recent activity of the SWAT Team in the area.
- Mr. Walsh reported that the 2 new speed limit signs and the Children at Play sign are up on Prospect Point.

Public Works Committee:

- Mr. Thompson advised that they met with Bayer Becker, and they project their cost being about \$300,000.
- Mr. Thompson reported that Niewahner Drive is to be bid out in October, with a projected time of spring 2024 for construction to begin.
- Mr. Thompson advised that a SNK grant application was submitted for Valley Trails project, for all three phases of the work.
- The City Engineer took video on Rogers Road of the water flow during a recent rain. The water is not making it to the inlet box, therefore design is looking at adding contour in the area to help with the flow. Engineer is also looking at widening Rogers Road by one foot for easier plowing of the roads by Public Works.
- Mr. Thompson gave an update on the salt garage. Concrete piers appear to be the less costly and more effective method for stabilizing the slab for the salt bin to be built on. Cost estimates are being obtained. This will need to have funds authorized to increase the expenses associated with building the salt bin.
- Ms. Wadsworth reported on a personal experience with Altafiber's directional bore project striking a gas line. Duke was notified and responded immediately. After making repairs, they entered her home and checked to make sure there was no gas leak or danger for her in her home.

Public Works Director

- Mr. Yelton reported that the Public Works crew continues cutting grass, cutting back tree branches from street signs, clearing catch basins, preparing trucks for winter, and other daily work.
- Mr. Yelton advised that he had received bids back for the road salt. Morton bid \$90.86 per ton. County has a contract with Compass Minerals, if the City needs additional salt after Morton's commitment, they will be able to get salt from Compass Minerals at \$97.66 per ton.
- Mr. Yelton reported that the crew has completed concrete work for the season.
- Several water main breaks have been reported in recent weeks.

Events & Beautification Committee:

- Ms. Wadsworth advised that the committee had a Special meeting on September 11th to finalize details for Fall Fest, which will occur on Saturday, September 30th from 5:00 – 8:00 pm at Lou Hartfiel Park. There will be games, pumpkin patch, face painting, a live

band, and fireworks. A collection will be taken up for items for River Ridge Family Resource.

- Next meeting is scheduled for October 2, at 6:30 pm.

Finance Committee:

- Mr. Cahill advised that the committee met on Monday night and reviewed the August financials.

The committee recommended approval of August financials, subject to changes from audit.

- Mr. Cahill made a motion to approve August Financials, subject to audit changes, and to post the unaudited financials to the website, seconded by Mr. Thompson. All voted in favor, Motion passed.
- The committee also discussed the financial provisions for the Police ILA with Crescent Springs. The committee recommended that these provisions be adopted by Council.
- The Fire Authority requested that cities consider full-time employee proposal. The committee discussed, the proposal and agreed that the warnings about employee shortages and increased overtime have been heard for a few years. The proposal would require that Villa Hills fund an additional \$500,000 per year to the Fire Authority. The committee discussed various tax vehicles to generate the additional funding. The Fire Authority is requesting that a final decision on funding the full-time employees be made by 12/31/20213, in order for both cities and the Fire Authority to budget appropriately. As part of the proposal, the department plans to apply for the SAFER grant, which is available for departments going from part-time to full-time positions in the department.
- Resident Mr. Wenning, who was present, inquired about insurance payments for calls to the Fire Authority. Mr. Cahill advised that the department receives only about \$300,000 in payments.
- It was suggested that both cities send information to residents about the proposal in their newsletters.
- Next meeting is Monday, October 16th at 7:00 pm.

Administration Committee:

- Ms. Stover reported that the committee met and reviewed Ordinance 2023-J – a proposed ordinance for Pay scale adjustment. One employee has hit the top of their pay scale and was unable to receive the full 6% raise, as everyone else had. The pay scale was bumped by 15% in hopes that it will last 3-5 years before a new scale needs to be adopted.

Recreation Committee:

- Mr. Ringo reported that Public Works has removed a wood structure from park area, due to the fact that it was rotted and unsafe.

Fire Authority:

- Mr. Ringo gave the Fire Authority report. There were 52 fire runs in August (388 year to date), and 90 EMS runs in August (826 year to date).
- Mr. Ringo advised that Fire Authority financials were reviewed. Payroll is high again due to overtime pay for paramedics.
- The Fire Authority audit has been completed, report will be out for the October meeting.
- The new firehouse finish date has been adjusted and is expected to be ready by November 10, 2023. Finishing touches are taking place.
- The Fire Authority will hold their ribbon cutting in the spring, to allow time for the old structure to be removed and the driveway and parking area where it is, to be completed.

City Attorney:
No Report

City Clerk:
Ms. Lipson reminded those that wished to submit anything for the Newsletter to have their content in by Friday. Staff’s goal is to have the tax bills and newsletters mailed out before October 1st.

City Administrator:
• No report

Mayor’s Report:
• Mayor Jansen will be hosting the Mayor’s Group meeting on Saturday, October 21 at 9:00 am. It will take place at Crescent Springs City Building.

Legislation:
Ms. Stewart presented the following Legislation:

- **2nd Reading and approval of draft Ordinance 2023-H (as amended)**
An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, levying an ad valorem Real Estate tax of 23.0 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 10.2 cents per each one hundred dollars in valuation of personal property within the City.

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

Mr. Cahill	Y	Mr. Ringo	Y	Ms. Stover	Y
Mr. Thompson	Y	Ms. Wadsworth	Y	Mr. Walsh	Y

Passed 6-0. This will become Ordinance 2023-8

- **2nd Reading and approval of draft Ordinance 2023-I**
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. These are a result of a new contract with Rumpke.

A motion was made by Ms. Stover, seconded by Ms. Wadsworth. A Roll Call vote was taken as follows:

Mr. Cahill	Y	Mr. Ringo	Y	Ms. Stover	Y
Mr. Thompson	Y	Ms. Wadsworth	Y	Mr. Walsh	Y

Passed 6-0. This will become Ordinance 2023-9

- **2nd Reading and approval of draft Ordinance 2023-K**
An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, authorizing the Mayor to enter into an Interlocal Cooperation Agreement with the City of Crescent Springs for police services effective July 1, 2024.

A motion was made by Ms. Wadsworth, seconded by Mr. Ringo. A Roll Call vote was taken as follows:

Mr. Cahill	Y	Mr. Ringo	Y	Ms. Stover	Y
Mr. Thompson	Y	Ms. Wadsworth	Y	Mr. Walsh	Y

Passed 6-0. This will become Ordinance 2023-10

- **1st Reading and discussion of draft Ordinance 2023-J**

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, Amending the Personnel and Pay Classification Plan of Non-Civil Service Employees Retroactive to July 1, 2023.

Mr. Thompson made a motion to keep the minimum salaries in place for all positions from the old plan to the new, with the exception of positions for Public Works Laborer and Police Officer. The minimums for those positions should be adjusted to the new proposed starting salary. Seconded by Mr. Ringo. A Roll Call vote was taken as follows:

Mr. Cahill	Y	Mr. Ringo	Y	Ms. Stover	Y
Mr. Thompson	Y	Ms. Wadsworth	Y	Mr. Walsh	Y

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

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, accepting the bid of Morton Salt Inc. for the purchase of sodium chloride (road salt) at the price of \$90.86 per ton delivered for the Fiscal Year 2023/2024 and authorizing the use of Compass Minerals as the backup supplier using the County salt bid.

Mr. Thompson made a motion to approve draft Municipal Order 2023-F, seconded by Ms. Stover. All voted in favor, Motion passed.

This will become Resolution 2023-6

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

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, making appointments to the Villa Hills Board of Adjustment.

Ms. Stover made a motion to approve draft Municipal Order 2023-G, seconded by Mr. Thompson. All voted in favor, Motion passed.

This will become Resolution 2023-7

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

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, making appointments to the Administration Committee.

Ms. Stover made a motion to approve draft Resolution 2023-G, seconded by Mr. Ringo. All voted in favor, Motion passed.

This will become Resolution 2023-7

Old Business

There was discussion about a new building being built behind the Kentucky Transportation Cabinet, adjacent to the north I-75 exit ramp to Buttermilk. This is a new KYTC office building, the old one will be torn down.

Ms. Wadsworth inquired about any needs for the Fire Department, such as bedding or kitchen items. She was advised that the Fire Authority has a committee working on ordering those items.

New Business

NONE

General Comments

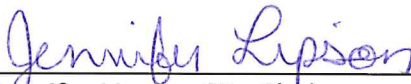
Resident Edward Dettmer addressed Council regarding golf carts in Sanctuary Village. He is asking Council to consider allowing golf carts. He advised that other local cities allow them, he also advocated that they be licensed, require specific equipment to be on the golf carts, such as lights, mirrors, seat belts, turn signals, horns and reflectors. All drivers should be required to be licensed, and use should be restricted to specific areas and hours of operation. The golf carts would need to obey all traffic laws and be insured, and he advised the City should require operators to purchase a permit to use the carts.

Administration and Safety Committee will both need to review the proposal. They may have a joint meeting as well to address this. Council inquired if the Sanctuary HOA has approved the use. Mr. Dettmer advised that the HOA was waiting to see if the City will approve before they will look at it. Even if the City approves, the HOA can still deny their use.


At 7:55 p.m. a motion was made by Ms. Wadsworth, seconded by Mr. Ringo to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:56 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor