

**Council Meeting #738 Minutes
November 15, 2023**

Mayor Heather Jansen called the November 15, 2023, Meeting of City of Villa Hills Council (Meeting #738) to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Jansen led Council with a moment of silence, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

Mayor H. Jansen
J. Cahill
S. Ringo
S. Thompson
K. Walsh

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

Ms. Wadsworth and Ms. Stover were absent.

A quorum was present.

First order of business was approval of the minutes of the October 18, 2023, Council meeting.

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

Katie Dillenburger was present from Bayer Becker to review the changes from the original contract for the Collins and Amsterdam project, to the updated proposed contract. She explained that some of the expense increases are due to new requirements from KYTC due to the City receiving the federal grant for the project.

Mr. Thompson advised that KYTC had stopped all work and required the project to be re-bid. Bayer Becker was the only bidder for the project. The new bid for \$357,195 replaces the previous contract. Concept plan was presented to KYTC in January 2022. There were design changes at that time, that were requiring an addendum to the contract, which Bayer Becker was preparing to submit the increase when the City was notified that the grant for funding had been approved. The grant also may need environmental work, which will be coordinated with KYTC.

The project development check list is taking more time because everything needs to go to both the City and KYTC for approval. Additional right of ways and easement plans will be necessary. The design changes will align Amsterdam more and the curvature in the original proposal needs to be adjusted. The update will require the shift to begin before Carpenters Trace, and new retaining wall and drainage.

Committee Reports:

Public Works Committee:

- Mr. Thompson advised that the advertisement for bid for Niewahner is out and those bids are due by November 28th.
- Mr. Thompson reported that Valley Trails did not receive a grant, and the design work will be started. The start date for the project will be moved to Spring 2025.
- Mr. Thompson advised that the design for Rogers Road was being worked on. They are looking at adding a fiber to the asphalt that would extend the life of the road, the cost would be a 10% increase. This project is projected to start in Spring 2024.
- Mr. Thompson reported that the salt bin is in design stage, and they are working on the architectural drawing. Council will need to allot an additional \$110,000 from ARPA funds for the piers.

Public Works Director

- Mr. Yelton reported that the water main break on Villa Drive has repairs in progress. He is also watching the progress of repairs from a main break on Kenridge.
- Mr. Yelton reported that the sign on Prospect Point for no parking in the pull off area, has been installed.
- Dump truck is currently being built
- Mr. Yelton advised that grass cutting equipment has been put up for the winter.
- Water main break on Amsterdam near Doriel from 2 years ago has a sink hole. Mr. Yelton will follow up, but water department should be responsible for repairs.

Police:

- Chief Hall presented the Power Point of the October 2023 Police report; the department had 1,213 calls for service and showed the comparison to surrounding cities. There were 18 reported crimes, 29 traffic collisions, 68 citations issued.
- Detective Lucas assisted with an Arson investigation in Taylor Mill. The investigation led to an arson in Boone County. Arrest warrants were issued and arrest has been made.
- Chief Hall reported that the department training for the month was Critical Incident Responses / Casualty Care. Other training included: Officer Dooley and Onexx K-9 training, Detective Lucas attended Sexual Assault investigations at DOCJT, and Officer Mairose attended training on Crisis Intervention Team at DOCJT. Additionally, all officers attended firearms training and qualifications at the range.
- There were 5 canine deployments, all were within the 2 cities. Officer Dooley and Onexx also attended Hero's Night in Fort Mitchell and did a K-9 Demonstration.
- Chief Hall reported 66.5 hours of overtime for the month, which included 8 hours for court, 13.5 hours for FOT, 2 hours for investigations, 7 hours for late calls, and 6 hours for Axon installation and training. All vehicles now have in-car cameras from AXON, this system works with body worn cameras, when one is activated, the other will also be active.
- Chief Hall advised that the position for police officer opening has been posted.
- Unit 143 is in for repairs and will be back on the road soon.
- Unit 144 that was struck by the fleeing suspect in Fort Wright, is a total loss. The striking vehicle was stolen, so this will go to City's insurance, and compensation will be requested through court.
- Chief Hall reported that Shop with a Cop and Firefighter will be on December 13th. For anyone wishing to make a donation, the City now has a Venmo QR code for donations.

- Mr. Cahill asked Chief Hall if he could look at the timing of the lights at Buttermilk, coming from I-75. Chief Hall will report the issue to KYTC again.

Safety Committee:

- Mr. Walsh advised that the committee was notified that the sign near the crossing area on Prospect Point for no parking had been installed.
- The committee received a concern about the darkness in the area of Buttermilk and Meadow Wood. The nearby street light is closer to Collins and does not illuminate the intersection well, and people not familiar with the area are often turning onto the street on the wrong side of the divider. Mr. Yelton will check with the complex, which owns the sign to see what can be done.
- Mr. Walsh reported that there was discussion about excessive parking on Pointe Drive near Riverwatch. Residents in the area requested no parking be permitted from 800 Pointe to the intersection. Trees obscure driver's vision of oncoming traffic in front of 795 Pointe, and when cars are parked on the street, it causes a passing issue. After lengthy discussion between council and several residents of Pointe, Council requested for Police and Public Works to look at the area to see if removing the trees would help, or possibly limiting street parking in front of that property. Police may also conduct a speed study.

Events & Beautification Committee:

- Ms. Wadsworth was not present, Ms. Lipson reminded everyone that Christmas in the Park is planned for Saturday, December 9th from 5:30 – 8:30, at Lou Hartfiel Park

Finance Committee:

- Mr. Cahill advised that the committee met on Monday night and recommends for Council to adopt the July, August and September financials that were previously adopted "subject to" any audit adjustments. The audit adjustments have been made so the financial statements should be adopted.
 - Mr. Cahill made a motion to approve July, August, and September Financials, and to post financials to the website, seconded by Mr. Ringo. All voted in favor, Motion passed.
- Mr. Cahill advised that the committee reviewed the October financials. The committee recommended approval of October financials.
 - Mr. Cahill made a motion to approve October Financials, and to post the financials to the website, seconded by Mr. Thompson. All voted in favor, Motion passed.
- The Finance committee discussed that the 2024/2025 budget will require multiple changes due to proposed changes to police and fire. Mr. Cahill and the committee is willing to help staff with reviewing the budget early in the process.
- Council would like to address the Fire Authority budget during the Caucus meeting, as well as the Bayer Becker contract.
- Next meeting is Monday, December 18th at 7:00 pm.

Administration Committee:

- The committee did not meet. December meeting will be cancelled due to Council moving Caucus meeting to the same night.

Recreation Committee:

- No report

Fire Authority:

- Mr. Ringo advised that Fire Authority had not met yet.
- Mr. Ringo reported that the completion date for the firehouse was delayed again to December 4th. The concrete still needs to be poured, then PDS will need to give final approval and issue an Occupancy permit. Water was turned on to the building this date.
- Mr. Ringo asked that anyone assisting with gift wrapping for Shop with a Cop and Firefighter, to please be at the firehouse by 5:00 on December 13th.

City Attorney:

- Vera Cruz property received a judgement. It is set for public sale by Master Commissioner on December 5th.

City Clerk:

- Ms. Lipson advised that tax payments have been coming in and that 50% of taxes have been collected to date. City is still awaiting payments from company that collects escrow payments for several banks. It is estimated that once that payment is received, collection rate will be over 75%.

City Administrator:

- Mr. Bohman advised that the sidewalk work for this year is completed, with the panel replacements being finished this date. Payments to vendors were about \$30,000, with \$19,000 of that being billed to homeowners. Most residents opted to have the City complete the work, about 15% opted to complete the work themselves.
- Mr. Bohman advised that Council will need to decide on a budget for the program for next year, then staff can review data and send another set of letters out. The goal is to send 2 rounds of letters per year.

Mayor's Report:

- Mayor Jansen spread word that holiday music is on the radio now, and she advised of the channels for several radio stations for others to enjoy the holiday music.

Legislation:

Ms. Stewart presented the following Legislation:

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

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, Amending Section 30.37 of the City of Villa Hills Code of Ordinances revising the schedule for caucus meetings.

- **Discussion and Approval of draft Resolution 2023-H**

A Resolution of the City of Villa Hills, in Kenton County, Kentucky, Supporting the Creation of a Northern Kentucky Branch of the Department of Criminal Justice Training Police Academy.

A motion was made by Mr. Cahill, seconded by Mr. Ringo. A voice vote was taken, All were in Favor. Motion passed.

This will become Resolution 2023-8

Old Business

NONE

New Business

NONE


General Comments

None

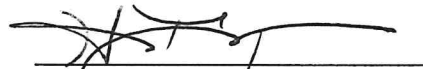
At 8:44 p.m. a motion was made by Mr. Ringo, seconded by Mr. Walsh to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 8:45 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor