

**Council Meeting #739 Minutes
December 20, 2023**

Mayor Heather Jansen called the December 20, 2023, Meeting of City of Villa Hills Council (Meeting #739) 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
S. Wadsworth
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

A quorum was present.

First order of business was approval of the minutes of the November 15, 2023, Council meeting.

A motion was made to approve the minutes by Mr. Ringo, seconded by Mr. Thompson. A vote was taken. Ringo, Thompson, Cahill and Walsh voting in favor, Stover and Wadsworth abstained. Motion passed.

Next item was approval of the minutes of the November 29, 2023, Special 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 item was approval of the minutes of the December 6, 2023, Caucus meeting.

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

Villa Hills Civic Club representatives Ernie Brown and Roy East were present to provide an update to Council and residents on the rebuild. The floor plan was shared. The shelter area is sitting on the location of the old building, the new building that will house the civic club is located to the north and west of the old building location. The shelter area will be available for renting. The main building will be 90 ft by 50 ft. It will be larger and will have more bathrooms. The facility will be ADA accessible throughout, including ramps for access to the building and shelter. Mr. Brown announced that membership is skyrocketing. He advised volunteers and donations are still needed. Volunteer days will be set up in the future, after the building is closed up. The Civic Club has a Venmo account for membership and donations, which is @VHCC1961.

Committee Reports:

Police:

- Chief Hall presented the Power Point of the November 2023 Police report; the department had 1,189 calls for service and showed the comparison to surrounding cities. There were 17 reported crimes, 23 traffic collisions of which one was an injury collision with 2 injuries, and 53 citations issued.
- Several cases have been closed out in November. Chief Hall advised that Crescent Springs business was burglarized, they have a suspect that has been arrested.
- Chief Hall reported that the department training for the month was review of Chapter 17.3 K-9, Risk Matrix, and the Slip/Fall video from KLC. Other training included: K-9 training, Chief Hall attended Orientation for Police Chiefs/Sheriffs, and Officer Isaacs attended Leadership is a Behavior at DOCJT.
- There were 5 canine deployments, all were within the 2 cities. Officer Dooley and Onexx were credited with 2 felony arrests and numerous charges, for arrests made from K-9 deployment.
- Chief Hall reported 41.5 hours of overtime for the month, which included 8 hours for court, 13.5 hours for FOT, 14 hours for late calls, and 6 hours for shift coverage.
- Chief Hall advised that 143 repairs have been completed.
- Unit 149 – the first new Durango is now in service, Officer Mairose was assigned that unit.
- 3 new Durangos are on site, this includes the one replacing unit 144. They are in the process of being outfitted.
- Chief Hall reported that one taser was sent for repairs and cannot be repaired. He advised that the tasers are becoming outdated, some were purchased in 2006.
- Shop with a Cop was successful. Chief Hall thanked all of the helpers, and everyone who donated. The kids, the officers and firefighters had a blast. Kids were very gracious.

Safety Committee:

- Mr. Walsh advised that the committee noted that there were no additional complaints or concerns on Pointe Drive. A speed study was conducted and the average speed was 17-18 mph, with 85th percentile of cars traveling at 19mph or less.
- Mr. Walsh reported that the concern raised in November about lighting at Meadow Wood. The owner is new and staff is trying to find a decision maker for adding lighting.
- There have been complaints of speeding at the entrance to Sanctuary on Walburg Avenue. A speed study will be conducted in that area.

Public Works Committee:

- Mr. Thompson advised that the Bayer Becker contract is up for a vote. The packet includes a line item breakdown, which includes the cost increases that were going to be presented to Council before the City was notified that the grant was awarded. Mr. Thompson believes the number provided is the max, but may cost less. KYTC modifications to original design is the reason for some of the cost increases. Additional reports and studies will need to be submitted as well, and that also increased costs.
- Mr. Thompson reported that Niewahner street bid was received. Sidewalks need to have ADA compliance, these were not included in bid packet. This will increase the bid by \$15,000. Plus the City has received the 50/50 SD1 cost sharing grant.
- Mr. Thompson advised that Valley Trails and Rogers Road surveys have been completed.
- Mr. Thompson reported that the salt bin has been advertised with bid proposals due on January 3, 2024.

- The sidewalk program for Fall 2023 is completed. The city has received all but \$10,000 from residents so far. Some of that amount is due to charging a maximum of \$250 per year, and there were residents who applied for the waiver program for assistance. More letters plan to be sent in the spring.

Public Works Director

- Mr. Yelton reported that employees have been doing training on trenches/shoring with SD1 and additional online training.
- Mr. Yelton advised that his crews are ready for the winter weather.

Events & Beautification Committee:

- Ms. Wadsworth advised that they had not met.
- Christmas in the Park was cancelled due to rain that day.
- Easter Egg Hunt is the next planned event.

Finance Committee:

- Mr. Cahill advised that the committee met on Monday night and advised that the committee reviewed the November financials. The committee recommended approval of November financials.
 - Mr. Cahill made a motion to approve November Financials, and to post the financials to the website, seconded by Ms. Wadsworth. All voted in favor, Motion passed.
- The Finance committee reviewed the revised Fire Authority budget. Mr. Cahill reported that the County increased rates for the unincorporated areas.
- Mr. Cahill announced that the Joint Finance Meeting between the 2 Cities' finance committees and the Fire Authority is scheduled for January 16th at 4:00 pm. The meeting will be to review the budget for the Fire Authority and the Interlocal Agreement for the police contract.
- The committee has also reviewed a very preliminary budget for Villa Hills to see the effect on tax rate with Fire Authority employees going to full-time.
- Next meeting is Monday, January 15th at 7:00 pm.

Administration Committee:

- The committee did not meet. Next meeting is scheduled for January 3, 2024.

Recreation Committee:

- No report

Fire Authority:

- Mr. Ringo advised that Fire Authority had met and Chief reported 40 Fire runs for the month, 528 YTD, and 96 EMS Runs and 1143 YTD. Financial reports were approved for November.
- Mr. Ringo reported that there is about \$1 million left after firehouse expenses due to interest earned on bond.
- Chief Wendt had reported that Florence came to visit the new firehouse, as they are looking to build a new building. The estimates they are currently receiving for a building that will be 500 square foot smaller will cost them \$11 million. Mr. Ringo noted that he felt that the cities and Fire Authority made the right decision at the right time on moving forward with building the new firehouse.

- The contract between the Fire Department and the Fire Authority and two cities was sent to the cities. This is part of the Municipal Order that Council will be reviewing.

Mr. Ringo made a motion for Council to Adopt Municipal Order 2023-M, a Municipal Order of the City of Villa Hills, Kentucky, authorizing the Mayor to sign a Contract For Services agreement between the Crescent Springs Volunteer Fire Department Incorporated, and the Crescent Villa Fire Authority, the City of Crescent Springs, and the City of Villa Hills for the provision of fire and emergency medical services from January 1, 2024 through December 31, 2049, subject to the conditions therein.

Motion was made by Mr. Ringo, Second by Ms. Wadsworth. Voice vote taken, all approved. Motion passed.

This will become Municipal Order 2023-10

City Attorney:

No Report

City Clerk:

- Ms. Lipson advised that tax payments are currently at 98% collected. The City also has received payment from 1 property that went to Master Commissioner sale, with anticipation of funds coming soon from another property that was also sold through Master Commissioner sale.

City Administrator:

No Report

Mayor's Report:

- Mayor Jansen reported on items from the Mayor's Group meeting:
 - Vehicle renewals with the county office will be closed the first half of January, due to statewide system updates. Renewals can be done before the end of December, or after the system upgrade in mid-January.
 - Duke wants to be on agenda during 1st quarter of 2024 to talk to City.
 - Crestview Hills – new places opening in January.
 - Edgewood is building Pickle ball courts.
 - K-Mart in Edgewood is scheduled to be demolished in April 2024 and a new Kroger is planned to open in its spot in 2026.

Legislation:

Ms. Stewart presented the following Legislation:

Discussion and approval of draft Municipal Order 2023-J

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, Accepting the proposal of Bayer Becker for engineering services related to the Collins Amsterdam Intersection Project in the amount of Three Hundred Fifty-Seven Thousand One Hundred Ninety-Five Dollars (\$357,195.00).

A motion was made by Mr. Thompson to amend Municipal Order 2023-J to state: "an amount not to exceed \$357,195". Seconded by Mr. Ringo, A voice vote was taken, all were in favor, motion for amendment passed.

A motion was made by Mr. Thompson to approve the amended Municipal Order 2023-J, seconded by Mr. Ringo. A voice vote was taken, All were in Favor. Motion passed.

This will become Municipal Order 2023-11

Discussion and approval of draft Municipal Order 2023-K

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, Accepting the bid of Eaton Asphalt for the reconstruction of Niewahner Drive in the amount of Five Hundred Eighty-Six Thousand One Hundred Six Dollars (\$586,106.00) and to authorize a change order to install ADA compliant ramps in the project area.

A motion was made by Mr. Thompson to amend Municipal Order 2023-K to add \$15,000 to the amount to add ADA ramps to the project, seconded by Mr. Ringo, A voice vote was taken, all were in favor, motion for amendment passed.

A motion was made by Ms. Wadsworth, seconded by Mr. Thompson. A voice vote was taken, All were in Favor. Motion passed.

This will become Municipal Order 2023-12

Discussion and approval of draft Municipal Order 2023-L

A Municipal Order of the City of Villa Hills, Kentucky approving the appointment of Maria Borhardt to the Villa Hills Board of Ethics for the term specified herein.

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 Municipal Order 2023-13

Discussion and approval of draft Resolution 2023-I

A Resolution of the City of Villa Hills, in Kenton County, Kentucky, Authorizing the hiring of full-time staff by the Crescent Villa Fire Authority.

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

This will become Resolution 2023-9

Old Business

NONE

New Business

Ms. Stover inquired about the Baptist Church in Crescent Springs that was recently listed for sale and if anyone knew what was going on with property in the area. Staff and other members of Council stated they had not heard anything.

General Comments

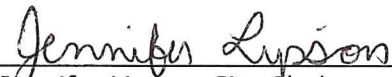
Mr. Bohman wished everyone a Merry Christmas and Happy New Year.

Mr. Kerr thanked Mayor and Council for all of their hard work and cooperation over the past year.

At 7:32 p.m. a motion was made by Ms. Stover, seconded by Ms. Wadworth to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:32 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor