



**Council Meeting #743 Minutes
April 17, 2024**

Mayor Heather Jansen called the April 17, 2024, Meeting of City of Villa Hills Council (Meeting #743) 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 a moment of silence for former Mayor Butch Callery, 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 March 20, 2024, 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

A follow-up presentation was made by students from Villa Madonna Academy for the Fischer 5K Run. The run will occur completely within Villa Hills, and go through the neighborhood where Cole and Chase Fischer grew up. They have raised \$61,842 to date and have 219 runners signed up so far. The proceeds from the race will go to the Boys and Girls Club of Greater Cincinnati where the boys volunteered. The race will occur on Saturday, June 22, 2024 from 8:00 – 10:00 am. The race route will affect the following streets: Palomino, Antelope, Woodchuck, Apaloosa, Squire Oaks Drive, and numerous side streets along the route. Officers will be on hand to manage vehicles traveling across streets in the race area.

Council and Chief Hall discussed with students their suggestions for content for notices and when to place notices on doors in the area affected by the race. These notices will go out towards the end of May, first of June. The school has 345 parking spaces, which are sufficient for the number currently signed up. However, they have been contacted by media to help promote the event, and the Flying Pig committee, so there is a chance that there may be a need for overflow parking. They will contact River Ridge to inquire about parking at their school and having a shuttle run to Villa Madonna. The students thanked Chief Hall and Council for their input and support.

Ernie Brown was present to give an update on the progress of the Villa Hills Civic Club rebuild. They are currently working on the electrical inspection with Planning and Development Services. They also need to create a riser for handicap accessibility.

The Civic Club will be hosting the Garden Club's annual flower sale on May 11th in the shelter area. This will allow the sale to go on, rain or shine.

The Civic Club is launching a new website on April 26th, which will help keep residents informed. They also plan to share City news and events on their page to keep residents connected. Current membership numbers are almost 400, which is the most members that the club has ever seen. They are also working on creating additional parking, as the facility will go from an occupancy of 99 to 189, and will require additional spaces.

They are planning fundraising events to raise funds for the parking lot expansion, a new playground and continued expansion. Mr. Brown did inform council that the Fischer family contacted them about what the cost would be for the playground equipment. They are coming up with an idea for what they want for the playground.

Committee Reports:

Police:

- Chief Hall presented the Power Point of the February 2024 Police report; the department had 1,166 calls for service. There were 14 reported crimes, 20 traffic collisions, and 52 citations issued.
- Chief Hall announced some progress has been made on a few cases, with more being closed, there are currently 5 active cases.
- Chief Hall reported that the department training for the month was review of Search and Seizure policies. Other training included: K-9 training, Sergeant Black and Officer Collura attended TI Simulator Instructor training, which is required for them to be the firearms instructors for the department. Officer Isaacs had SWAT training, Officer Boggs and Officer Robbins both attended their annual 40 hour DOCJT training. Officer Lucas attended an Arson investigators conference.
- There were 7 canine deployments, 5 were within the 2 cities, with 2 assisting other agencies. Officer Dooley and Onexx were credited with 5 arrests and 7 criminal charges were filed. One of the arrests did include a no bite apprehension.
- Chief Hall reported 48.5 hours of overtime for the month, which included 14 hours for court, 7.5 hours for FOT, 11 hours for investigations/late calls, and 16 hours for shift coverage.
- All vehicles have had the new AXON in-vehicle cameras installed.
- The department is filing for its 7th consecutive Accreditation since 1995.
- Officer Lawson has left the department to return to Sadieville Police Department.
- Officer Adam Watson has been hired as a lateral transfer. He comes to the department from Kenton County Police Department where he was employed for six years.
- Ms. Wadsworth wished to commend Officer Dooley for his assistance in working with Boone County to help her coordinate a demonstration with the K-9 units to visit students at Immaculate Heart of Mary, where she teaches.
- Mayor Jansen inquired about the crime reports and Chief Hall made note that several of the reports were for vehicle break ins, where the vehicles were actually unlocked, and the crime was one of opportunity. Chief Hall and Mayor Jansen wish to remind residents to lock their vehicles and to remove valuables from their vehicles.
- Council inquired about the large number of vehicles left at the station over the weekend. Chief Hall reported that these vehicles were there due to the in-camera installations. Normally there would be 3 on site, 1 spare for when an officer's car is in for service, 1 spare K-9 unit, plus 1 unit for an officer who lives outside of the take home fleet area.
- Chief Hall informed Council that this week is National Telecommunications Week and he sends his appreciation to the Kenton County Dispatchers for the great job that they do.

Safety Committee:

- Mr. Walsh reported that they have received complaints about speeders on Buttermilk Pike during school hours when lights are activated for the school zone. The department has increased patrol in this area.
- Mr. Walsh informed Council that he was contacted about speeding in Sanctuary. A previous speed study was completed, a follow up one will be done in the future.
- The committee discussed the potential of placing more radar speed signs in Crescent Springs. The signs range in price from \$6,000 - \$8,000, or they can look at non-radar signs to post the speed limit with flashing lights, that would be about \$2,000 per sign.
- Mr. Walsh reported that a speed study was conducted on Woodhill Court due to complaints received. Out of 1925 vehicles, only 3 speeding vehicles were noted during the course of the speed study.
- The speed sign from Western Reserve will be moved to Meadowood by Crescent Springs.

Public Works Committee:

- Mr. Thompson advised that the Bayer Becker has submitted the quarterly report to KYTC outlining work and progress done over the first quarter. Core testing is finished and Public Works completed restoration work.
- Mr. Thompson reported that Niewahner Drive construction is underway.
- Valley Trails design work is in progress.
- Mr. Thompson advised that Rogers Road project update from Water District is that they will likely begin work in July and finish by mid-August. The City will then start immediately after they are finished and should be able to complete this year.
- Mr. Thompson met with Crescent Springs to discuss future plans for Meadow Wood. Villa Hills was looking at completing in FY2025/2026, however Crescent Springs may not have funds available until 2026/2027.
- The Franzen Lake sinkhole has been repaired. The work that was done could last anywhere from 5-10 years. It is not considered a permanent fix. A more thorough repair will need to be completed in the future, those costs could be as much as \$40,000.
- Mr. Thompson informed Council that the bid came back on the Salt bin. There was only 1 company who attended the mandatory pre-bid meeting, and they were the only ones eligible to submit a bid. Mr. Yeager did hear from another company, but they weren't eligible to bid due to not attending the pre-bid meeting. The one bid came in at \$940,596, Council had previously allotted \$250,000 from ARPA funds for this project. \$79,000 has already been approved for the piercing contract and change order. If Public Works does what they are capable of handling on the building portion, the bid is still in excess of \$700,000.

Mr. Yeager sent the committee 3 options: 1) Accept the bid; 2) Re-bid, but allow bidder to offer alternative options; 3) Go back to design process.

Council discussed and all felt the best option was option 2 to re-bid, with no mandatory meeting, and to allow bidder to offer alternative options.

A motion was made by Mr. Thompson to reject the bid received for the Salt Storage bin, seconded by Ms. Stover. A vote was taken. All voting in favor, Motion passed.

A motion was made by Mr. Thompson to re-bid the project with allowing the bidder to offer alternative options, seconded by Ms. Stover. A vote was taken. All voting in favor, Motion passed

It was also suggested that notice of bid be sent to the State's approved vendor list.

Public Works Director

- Mr. Yelton reported that Public Works crew is cutting grass, mulching and doing debris clean up.
- Mr. Yelton will be keeping an eye on the work on Niewahner Drive, he has a follow up with the contractor to review the progress.
- Mr. Yelton advised that the crack on Buttermilk will have crack sealing completed once they have several days of dry weather to allow the area to dry out.

Events & Beautification Committee:

- Ms. Wadsworth reminded residents that the Citywide Yard Sale is scheduled for May 24 & 25. The sign up form is on the City website for residents to sign up.

Finance Committee:

- Mr. Cahill advised that the committee met on Monday night and advised that the committee reviewed the March financials. The committee recommended approval of the financials.
 - Mr. Cahill made a motion to approve March Financials, and to post the financials to the website, seconded by Mr. Thompson. All voted in favor, Motion passed.
- The committee requested that the Public Works committee take up the issue of the cost of road repair and replacement with an eye toward amending the road tax rate. This will be a long-term project. Mr. Thompson advised that the current revenue for Road Tax is \$585,000 per year. The Niewahner project is \$606,000, which exceeds the yearly revenue amount.
- The committee will address the budget, after Council has had a first reading of the budget.
- Next meeting is Monday, May 13th at 7:00 pm.

Administration Committee:

- The committee did not meet. Next meeting is scheduled for May 1, 2024.

Recreation Committee:

- Mr. Ringo reported that spring sports are in full swing.
- The Longhorns held their 2nd annual parade to kick off the season this past weekend. This group has grown in 10 years from 1 team with 12 kids to 42 teams with 540 players, about 400 of these kids are residents of either Villa Hills or Crescent Springs. Reds sent Mr. Red and Rosie for the parade. There were thousands in attendance.

Fire Authority:

- Mr. Ringo advised that Fire Authority had met and Chief reported 39 Fire runs for the month, 123 YTD, and 97 EMS Runs and 412 YTD. March Financial reports were submitted and approved by the Board.
- The Fire Authority is looking to order a new ambulance, the current build time is 2-3 years; Mr. Ringo also noted that a new ambulance will cost around \$477,000 (ambulance with upfit \$336,000, plus \$141,000 for the electric cot). They also discussed a new program that Stryker has for maintenance and repair/replacement of Stryker equipment, which includes the stair chair, electric cot,

defibrillators and several other pieces of equipment. This program is a 10-year, \$1.2 million program, which would be \$120,000 per year.

- The old firehouse is down to concrete and dirt removal, which is impacted by the rain, since a lot of the dirt is being moved to Franzen field area.
- A new sign has been installed at the firehouse.
- Chief Wendt is working on personnel policies for the full-time employees.
- Mr. Ringo announced that Tom Noll, a long-time employee with the Fire Authority, is retiring July 1st.
- Next meeting will be May 20, 2024 at 6:00 pm at the Firehouse.

City Attorney:

- No Report

City Clerk:

- Council inquired on what is left in uncollected taxes for 2023. Approximately \$25,000 still owed.

City Administrator:

- Mr. Bohman advised that he, Mayor Jansen, and Chief Hall met with Mr. Daly and Mayor Daugherty to discuss the proposed police department budget.
- Mr. Bohman reported that the police budget and the bill from KLC for the City's insurance are the last items he needs before the budget is ready for Council review.
- Mr. Bohman advised that the City is required to submit an annual UFIR report yearly after the audit, he was able to complete and submit the UFIR this date.

Mayor's Report:

- Mayor Jansen thanked the Villa Madonna Academy 4th grade class for inviting her to present to the class on how local government works.
- Villa Hills is working with Crescent Springs to set up a Shred Event, the date has tentatively been set for May 18th – additional information will be shared when available. ID will be checked at the event to ensure residence of either Villa Hills or Crescent Springs.

Legislation:

Ms. Stewart presented the following Legislation:

Discussion and approval of draft Municipal Order 2024-F

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, approving a contract for legal services with Adams Law, PLLC.

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

This will become Municipal Order 2024-6

Mr. Cahill noted that Council appreciates everything that the City Attorney does for them and for the residents of Villa Hills.

Old Business

None

New Business

None

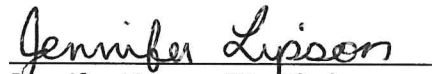
General Comments

No comments

At 7:54 p.m. a motion was made by Ms. Stover, seconded by Mr. Ringo to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:55 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor