

**Caucus Meeting
June 12, 2024**

Council Member Cathy Stover, Mayor Pro Tempore, called the June 12, 2024 City of Villa Hills Caucus meeting to order at 6:31 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Ms. Stover gave the prayer and led the Pledge of Allegiance. Mr. Bohman called the roll. Those in attendance were:

**S. Ringo
C. Stover
S. Thompson
S. Wadsworth
K. Walsh**

**Shelbi Schultz, Assistant City Attorney
Craig T. Bohman, City Administrator
Matt Hall, Police Chief
Buck Yelton, Public Works Director**

A quorum was present.

- Mrs. Stover introduced Shelbi Schultz from Adams Law to Council.

The first item on the agenda was the salt garage.

- Mr. Thompson described the quote and type of roofing. He stated that the dome could be ordered on a state contract. Mr. Thompson discussed the location in the Public Works yard.
- Mr. Ringo inquired about the cost of road upgrades needed at the entrance to the Villa Hills Civic Club to facilitate delivery trucks access to the proposed salt garage location in the PW yard. Mr. Yelton stated the cost will be available at the next council meeting.
- Ms. Wadsworth inquired about the roof types. Mr. Thompson described roof types as canvas or a shingled geodesic dome. Discussion followed about the aesthetics of roof types and building height and size.
- Consensus emerged to find out if a 600 ton 8-foot-tall concrete wall plus geodesic dome salt bin could be designed.
- Discussion followed about the need for the same amount of piling as the rejected building.
- Mrs. Stover asked about timing. Mr. Yelton replied that the company could get it built before our end of the year deadline.
- Mr. Ringo reiterated the information needs for height, coloring of concrete, road upgrade price and if a 600-ton facility was allowable under the state contract.
- Mr. Ringo discussed the Civic Club property location and the cost savings on piling. He noted the issues with the Club's by law and that changes would be required. Mr. Ringo noted the club's request in exchange for the lease for the salt garage is to expand their front parking lot with a second exit at Villa

Marie Dr. He noted this proposal would be 1/3 of the \$900,000 cost rejected by Council last month.

- Mrs. Stover raised concern regarding the dam leak. Mr. Ringo acknowledged that is an issue.

The next item on the agenda is the budget.

- Mr. Bohman answered a list of questions about the draft budget submitted by Mr. Cahill in his absence. Mr. Bohman discussed current revenue collections and compared them to the projected budgeted amounts for next year. He discussed Engineering expenses, computer replacements, changes in medical plans selected by employees, overtime, and PTO accruals. Mr. Bohman addressed Mr. Cahill's question about the growth of the Administration Department budget. He noted that most other cities have administration budgets that represent 18% to 24% of revenue, while Villa Hills is 7.6%, but admitted that some items in other cities' budgets would be found in our Contracted Services budget, such as legal costs, the annual PVA fee, and the cost of the audit.
- Mr. Yelton answered a question regarding tractor replacement and new slit seeder. The tractor being replaced is from 2004 and the slit seeder is needed due to difficulty in renting the equipment in the fall.
- Chief Hall answered the question regarding the new K-9 cruiser. He stated the current cruiser is in need of replacement several years prior to the retirement of our current canine and the replacement can be used with our anticipated canine replacement.
- Council asked follow up questions and discussion followed. Consensus emerged to amend the draft budget to use the projected \$30,000 surplus to adjust the proposed revenue to reflect current collections.
- Mr. Bohman requested a change to the amended budget to add \$20,000 to revenue and \$20,000 to contracted services expenses to cover a portion of the emergency dam repairs. Consensus emerged that the requested change was fine.
- Mr. Ringo asked about the leveling of dirt at the ball fields and if it could be completed before the end of the month. Mr. Yelton replied that he would need to rent equipment to do it, but did not know how it would be paid. Mr. Bohman advised the cost could be split between the Parks & Recreation and Public Works department budgets.
- Mr. Bohman presented a Prospect Point HOA street light request to install a light at Prospect Point Drive and Dry Valley Court. The light would cost nearly four times the normal amount as electric would need to be run to that location. Discussion followed and the consensus emerged to explore this more but not add the request to the proposed budget. An amendment would be made if the decision to add the light is approved later.
- Mr. Walsh noted the Bulk Storage flyer contained a wide range of building sizes. Discussion followed on if the size Council wanted was covered by state contract.

Ms. Schultz presented the draft legislation for discussion.

- Mr. Bohman stated that draft Resolution 2024-E had been discussed at the May meeting but left off the agenda. It transfers administration of the Housing Choice Voucher program from the City of Covington to the Housing Authority of Covington.
- Mrs. Stover asked about Resolution 2024-F. Mr. Bohman noted this amends the current agreement to increase the annual payment and adjusts the amount annually

based on School Board raises. Mr. Bohman noted that the School Board pays about half the cost of a School Resource Officer.

- Mr. Thompson explained Municipal Order 2024-H and gave an update on the project time line and construction with the Water District project. Discussion followed.
- Ms. Wadsworth inquired about the storage of event decorations after we vacate the current salt garage. Discussion followed and the suggestion was made to surplus or donate the decorations.

The next item on the agenda was General Discussion.

- Mr. Ringo discussed his request to legal about reducing Council to 5 from 6 members but was advised that the minimum amount of council members required is 6.
- Mrs. Stover informed council about the write-in process. Ms. Wadsworth asked about what the process is if no one is elected via write-in. Mr. Bohman replied that Council would have 45 days to make an appointment or the decision would shift to the Governor.

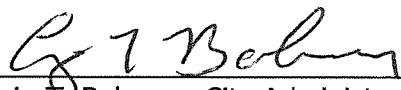
Mrs. Stover invited the public to ask questions.

- Ms. Karen Borros of Rollingwood Drive asked Mr. Ringo whether the requested improvements to the Civic Club property would be in lieu of lease payments. Mr. Ringo verified that the proposed improvements would be in lieu of lease payments.

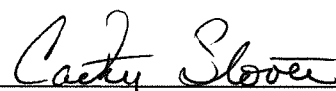
With there being no further discussion or comments, a motion was made by Mr. Ringo, seconded by Mr. Thompson to adjourn. Motion carried voice vote all in favor.

Time of adjournment was 7:42 p.m.

Respectfully submitted,



Craig T. Bohman, City Administrator



Cathy Stover, Mayor Pro Tempore