



**Council Meeting #746 Minutes  
July 17, 2024**

Mayor Pro-Tem Jim Cahill called the July 17, 2024, Meeting of City of Villa Hills Council (Meeting #746) to order at 6:30 p.m. at the Dennis M. Stein Municipal Building, 719 Rogers Road, Villa Hills, Kentucky. Mayor Pro-Tem Cahill had a moment of silence to remember Tom Vergamini, a former member of Crescent Springs Council, followed by the Pledge of Allegiance.

Ms. Lipson called the roll. Those in attendance:

**J. Cahill  
S. Ringo  
S. Thompson  
S. Wadsworth**

**Craig T. Bohman, City Administrator  
Jennifer Lipson, City Clerk  
Matt Hall, Police Chief  
Derick Yelton, Public Works Director  
Elivia Rabe, City Attorney**

Mayor H. Jansen, C. Stover and K. Walsh – absent

A quorum was present.

The first order of business was approval of the minutes of the June 19, 2024, Council meeting. A motion was made to approve the minutes by Mr. Ringo, seconded by Mr. Thompson. A vote was taken. All voting in favor, Motion passed

**Committee Reports:**

**Police:**

- Chief Hall presented the Power Point of the June 2024 Police report; the department had 1,321 calls for service. There were 16 reported crimes, 20 traffic collisions, and 43 citations issued. It was noted that there was a flip in percentage of calls to each city. Chief Hall advised that he did check the calls and found that the increase of call percentage to Villa Hills is due to telephone calls are reflected as calls under Villa Hills, but may be concerning a case, report or call to someone in Crescent Springs, he also said there are more vacation house checks in Villa Hills.
- Chief Hall announced that Sergeant Black has returned from his successful completion of Academy of Police Supervision training.
- Sergeant Black attended SWAT training, Officer Dooley and K-9 Onexx had less training for the month due to vacation, and all officers completed KLC training over Evidence Collection and Sexual Assault Kits.
- There was 1 canine deployment. Officer Dooley and Onexx were credited with 1 arrest and 4 criminal charges filed.
- Chief Hall reported 38.5 hours of overtime for the month, which included 8 hours for court, 5.5 hours for investigations/late calls, 23 hours for shift coverage, and 2 hours for field training.
- New Axon Tasers were ordered.

- Chief Hall announced that the Chase & Cole Fischer 5k was a huge success with over 800 participants.
- Fire in the Hills was another success with a large crowd and a great fireworks show.
- Chief Hall advised that the St. Joe's Festival was in the planning stages for officers and takes place August 2<sup>nd</sup> through 4<sup>th</sup>.
- Chief Hall posted a hiring ad on social media and has received several applications.
- Chief Hall also posted for the vacant Sergeant position. Eligible officers must notify Chief Hall of their interest in testing and interviewing for the position.
- There was discussion about traffic control after the Civic Club events. Mr. Thompson expressed concerns about traffic that was driving towards pedestrians along Rogers Road when the event concluded. It appeared that drivers were ignoring the road closure signs. This will be addressed with civic club for future events.
- Mr. Thompson advised Chief Hall that he has seen and heard of times when people are parking along Prospect Point near the lake, where it is posted as No Parking. Chief Hall encourages residents to notify dispatch when they witness cars parked here, so an officer can address this issue.
- Mr. Cahill inquired about the traffic lights along Buttermilk and the timing of the lights. Chief Hall will follow up with KYTC to get answers to why this continues to be an issue.
- There was a question about what is considered a disturbance according to the City's noise ordinance. Officers need to be contacted while the disturbance is occurring, so they can observe. To contact an officer, residents are urged to call Kenton County Dispatch non-emergency at (859) 356-3191.

#### **Safety Committee:**

- Ms. Wadsworth advised that the committee met, and Chief Hall presented his report to them. There was no other business brought up.
- Safety Committee's next meeting is scheduled for Tuesday, August 13<sup>th</sup> at 3:30 pm.

#### **Public Works Committee:**

- Mr. Thompson advised all things are moving forward as Bayer Becker continues working with KYTC.
- The Niewahner construction is continuing and design work for Phase 1 of Valley Trails, with plans to put it out for bid in spring of 2025.
- Mr. Thompson advised that Northern Kentucky Water District is replacing the water main along Rogers, and the City will be putting out the bid for the overlay of Rogers from Buttermilk to the bridge. This will be due before the Public Works meeting in August, so it can be reviewed at that meeting, then it will be ready for Council.
- Council has already accepted the bid for Rogers Road replacement from the bridge to Sierra. The roads will need to be shut down while they are digging out the road, but otherwise, they will be trying to keep one lane open.
- The sidewalk program letters are being prepared, with approximately 145 going out towards the end of the month to residents. Residents can do the repairs themselves but need to adhere to the state regulation for the repairs.
- Staff is compiling a list of sidewalk issues concerning utilities and will send those to the respective utility companies for repairs. They will get their list of the issues for the entire city at one time.
- Mr. Thompson advised that he had sent a cost breakdown to council for the salt garage, it includes costs for GeoPier for the Geotech engineering work they had completed, which is approximately \$5,000; The surveying, concrete pad, and prep work is estimated at

\$8,000. Preparing the site is \$8,000; \$18,000; concrete pad at entrance is \$35,000; strengthening of road from Rogers back will be \$27,500. Electrical work for the building will be \$24,000, which will be completed by Public Works; then the bid being voted on this date for the building itself, which will be \$219,307, plus replacement of part of fence will be \$5,000, bringing the total to \$349,892. City plans to use ARPA funds to pay for this entire project.

#### **Public Works Director**

- Mr. Yelton was not present. Mr. Thompson advised that the department is continuing their daily tasks throughout the city.
- Once the bid is approved for the Salt Garage, the Public Works crew will begin work on the base for the garage.
- Mr. Thompson thanked the Garden Club for their work throughout the city.

#### **Events & Beautification Committee:**

- Ms. Wadsworth advised that Fall Fest is being planned for September 28<sup>th</sup>.
- Fall Yard Sale is being planned for September 6<sup>th</sup> & 7<sup>th</sup>, residents are asked to submit their addresses and dates for the map and listing by no later than Tuesday, September 3<sup>rd</sup> at noon.

#### **Finance Committee:**

- Mr. Cahill advised that the committee met on Monday night and advised that the committee reviewed the June financials. The committee had questions for the auditor that will not be relevant, and recommended approval of the financials, subject to any audit adjustments.
  - Mr. Cahill made a motion to approve June Financials subject to any audit adjustments, and to post the unaudited financials to the website, seconded by Ms. Wadsworth. All voted in favor, Motion passed.
- Next meeting is Monday, August 19<sup>th</sup> at 7:00 pm.
- Mr. Bohman presented an updated spreadsheet on current balance of ARPA funds. The money needs to be allocated by December 31, 2024, and spent by December 31, 2026. Mr. Ringo would like to see a portion of the funds used to cover costs with adding an additional field at Franzen.
- There was a line item question regarding 2023/2024 budget, but the line item that is over budget does not exceed the department budget, so it is irrelevant to the end results.

#### **Administration Committee:**

No Report

#### **Recreation Committee:**

- Mr. Ringo advised that he was contacted about the 700 tons of dirt that would be coming from the Rogers Road project and inquired about putting it on the site for the new ballfield. Mr. Ringo, Public Works and the Longhorns met and decided it was time to start building the ballfield. This will be at the back on the left side. This will be a smaller ballfield, which is the size needed. Costs will come from the topsoil that will be needed on top of the fill dirt and fencing for the field.

#### **Fire Authority:**

- Mr. Ringo shared the Fire Report and said that the department had 53 Fire calls and 284 year to date, and 106 EMS calls with 592 calls year to date.

- The Fire Authority is currently in their audit. Their utilities were high due to paying for 2 buildings at once.
- Mr. Ringo said the department purchased 2 new stair chairs.
- Full time employees are currently on staff with 7 in place. Insurance coverage was set up, and only four took the insurance, with the other three taking the incentive. The 8<sup>th</sup> employee that was hired was injured and may not be able to return to work. They are waiting to see. They had no backups from the initial interviews, so they will need to go through the interview process again.
- They are having an issue with cars parking in the no parking zone at the exit, near Kremer's exit. Crescent Springs will be marking that area with yellow paint as a no parking zone.
- The bond is up to \$196,000 in interest, so part of that will go back to each city.
- Next meeting will be August 19, 2024, at 6:00 pm at the Firehouse.

**City Attorney:**

- No Report

**City Clerk:**

- No Report

**City Administrator:**

- No Report

**Mayor's Report:**

- No Report

**Legislation:**

Ms. Rabe presented the following Legislation:

**Discussion and approval of draft Municipal Order 2024-I**

A Municipal Order of the City of Villa Hills, in Kenton County, Kentucky, accepting the bid of Bulk Storage Inc. for the construction of the Public Works Salt Storage Building in the amount of Two Hundred Nineteen Thousand, Three Hundred and Seven Dollars (\$219,307.00).

Mr. Thompson made a motion to approve draft Municipal Order 2024-I, seconded by Mr. Ringo. All voted in favor, Motion passed.

This will become Municipal Order 2024-8

Mr. Thompson made a motion to spend ARPA funds, not to exceed \$400,000 for expenses related to the Salt Storage facility, including expenses incurred by the piling company for work completed prior to change in design, the pavement and access work to the facility, the building itself, electrical work and any other associated costs. Seconded by Ms. Wadsworth. All voted in favor, Motion passed.

**Old Business**

None

**New Business**

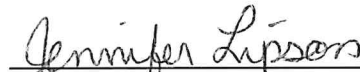
None

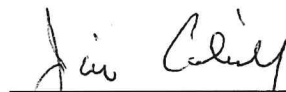
**General Comments**

At 7:09 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 7:10 p.m.

Respectfully submitted,

  
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Jennifer Lipson, City Clerk

  
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Jim Cahill, Mayor Pro Tempore