



**Council Meeting #748 Minutes
September 18, 2024**

Mayor Heather Jansen called the September 18, 2024, Meeting of City of Villa Hills Council (Meeting #748) 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.

The first order of business was approval of the minutes of the August 21, 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

Next was approval of the minutes of the September 11, 2024, Caucus meeting. A motion was made to approve the minutes by Mr. Ringo, seconded by Ms. Stover. A vote was taken. Mr. Ringo, Ms. Stover, Mr. Thompson, Ms. Wadsworth and Mr. Walsh voting in favor, Mr. Cahill abstained. Motion passed

Nurse Betty McGee and Paramedic Josh Cox, from St. Elizabeth Healthcare were present to award the "Target Stroke" award for August to Fire/EMS members Carissa Hoyle, Chloe Bennett, and Jacob May for noticing and treating the signs of a stroke in a patient. The patient was assessed, treated and transported to St. Elizabeth Hospital in 28 minutes. The timely response and rapid identification resulted in a positive outcome for the patient.

Committee Reports:

Police:

- Chief Hall presented the Power Point of the July 2024 Police report; the department had 1,568 calls for service. There were 18 reported crimes, 22 traffic collisions, and 71 citations issued.
- Chief Hall advised that he did contact the State Highway Department regarding the ideas for improving traffic along Buttermilk Pike. He has not had a response.
- Chief Hall reviewed the current investigations. A suspect was arrested in a credit card case. The department is investigating a case regarding sexual assault of a juvenile that they are awaiting lab results for.

- Chief Hall reminds residents that police, sheriff, courthouse, IRS and others will not call you and tell you to pay any charges or warrants with a gift card or bitcoins. If you have a warrant, an officer will come to your home with paperwork, and IRS will mail you any notices.
- Sergeant Black attended SWAT training, Officer Dooley and K-9 Onexx attended the annual NAPDWA conference in Indianapolis, and all officers completed training reviewing department Policies and Procedures regarding Social Media. Sergeant Black and Officer Collura attended the Red Dot Instructor Course.
- There were 5 canine deployments, 3 were within Villa Hills and Crescent Springs. Officer Dooley and Onexx were credited with 1 arrest and 1 criminal charge filed.
- Chief Hall reported 58 hours of overtime for the month, which included 6 hours for court, 21 hours for investigations/search warrants, 21 hours for shift coverage, 10 hours for range for firearms certification.
- Chief Hall reported that the Tunnels to Towers was held in September, and they had over 650 participants.
- Chief Hall advised that officers will be on hand for the Crescent Springs-Villa Hills Fire Department Open House on September 21st, and Fall Fest on September 28th, with a temporary crosswalk to allow pedestrians to safely cross Buttermilk.
- Chief Hall reported that two new officers will be taking their Oaths of Office on Monday, then will begin their field training with the department.
- Mr. Ringo inquired about what determines if a person receives a warning vs. citation during a traffic stop. Chief Hall advised that it is up to the discretion of the officer. Behavior of the offender to the officer is often a determining factor.

Safety Committee:

- Mr. Walsh advised that the committee met, and Chief Hall presented his report to them.
- Mr. Walsh advised that there have been no updates on the traffic at River Ridge Elementary.
- The committee has considered the request for a crosswalk at Prospect Point Drive near Ravine Drive. The committee recommended adding the crosswalk for pedestrian safety.
- The committee reviewed options for marking Stonewood to stop drivers from turning there, when drivers are looking for Sanctuary. A sample sign was shared, which would place a Dead-End sign below the street name sign.
- A resident submitted concern about parking of cars in the 2600 block of Valley Trails and the difficulty this causes related to traffic on the street. The areas of parking and where there are breaks caused by driveways was discussed. Mr. Thompson suggested extending the no parking area just one spot to see if that helps. This will be reviewed further.
- Safety Committee's next meeting is scheduled for Tuesday, October 8th at 3:30 pm.

Public Works Committee:

- Mr. Thompson reported that Bayer Becker submitted a report to KYTC outlining the traffic flow plan for construction at Collins and Amsterdam. Old Collins will require full-depth replacement, due to poor to non-existent subgrade. To minimize the cost, Public Works is able to tear out the existing pavement and hire a company to put in new pavement using asphalt.
- Mr. Thompson reported that Niewahner Drive construction is completed, with restoration work being finished.
- Valley Trails design plan is almost complete, and construction is set for Spring 2025.

- Mr. Thompson reported the Rogers Road project is underway. There should be no through traffic from Sierra drive going down the hill. The lane going up the hill is open. Mr. Yelton and Chief Hall will work with contractor on better signage advising of the lane closure.
- The sidewalk letters were sent, and staff has a listing of individuals who plan to do the work themselves or hire someone different to do the work. Prime Engineering has an intern that will be going through the list to determine which utility company is responsible for each location that has been marked as utility.
- Mr. Thompson advised that Prime would get estimates for cost and time to do permanent repairs to Franzen Lake sinkhole. It was suggested that the work be slated to be completed between November 1 and February, when the fields are closed for the season. With the dam, the Department of Water will need to inspect it.
- The salt bin is under construction and should be completed in November.
- Council inquired about a sinkhole along Meadow Wood. This is on Crescent Springs side of the road, and they will be making repairs.

Public Works Director

- Mr. Yelton advised that the salt dome is currently ahead of schedule. The company will be sealing the inside and staining the outside in the next 2 to 3 weeks, then they will begin work on the roof.
- Mr. Yelton reported that the signs for Stonewood, as well as the ones requested for the dam will be placed in the next week.
- The supplies have been ordered for the crosswalk on Prospect Point Drive near Ravine Drive.
- Mr. Yelton reported that the crew has been working on shoring the road along Short Amsterdam, the damage is from erosion.
- Villa Hills is on the County road striping program for the year, so several roads will be striped.
- Eaton has started work along Rogers Road.
- Dump truck should be in by the 2nd week in November.

Events & Beautification Committee:

- Ms. Wadsworth reminded residents that Fall Fest will be September 28th from 5-9 pm, there will be food trucks, games, Velvet Soul playing and then fireworks start at 9:00.

Finance Committee:

- Mr. Cahill advised that the committee met on Monday night and reviewed the August financials, with changes made to the July reports as requested.
- The committee recommended approval of the financials, subject to any audit adjustments.
 - Mr. Cahill made a motion to approve August Financials subject to any audit adjustments, and to post the unaudited financials to the website, seconded by Ms. Stover. All voted in favor, Motion passed.
- Mr. Cahill reported that City Clerk Lipson had advised the committee that the audit adjustments had been received, but they were not received in time for the accountant to make the adjustments. Those adjustments will be made when the accountant does end of September adjustments.

- Mr. Cahill advised that the payroll accruals have been an issue. In the future, those expenses will be recorded on a cash balance, and the budget will be adjusted on the June financials to accrue any payroll expenses that were earned in that period.
- The committee briefly reviewed the proposed change in the real estate tax and Mr. Cahill will review that during legislation.
- Next meeting is Monday, October 14th at 7:00 pm.

Administration Committee:

No Report

Recreation Committee:

- Mr. Ringo advised that fall baseball, soccer and football are now using the fields.
- The Longhorns website (villahillslonghorns.com) will be open mid-October for baseball and softball sign-ups for next year.
- Estimated costs for ballfield #5 includes gravel for parking lot, and batting cage area. Clean fill dirt for new ballfields, \$35,000 for fencing and \$4,000 for bulldozer rentals, each time one is needed. Total estimated costs are projected to be between \$50,000 - \$60,000, with the suggestion to use ARPA funds for the project. The 5th ballfield will require removal of trees, which Public Works will start on after the salt garage is complete.

Fire Authority:

- Mr. Ringo shared the Fire Report and said that the department had 37 Fire calls and 365 year-to-date, and 96 EMS calls with 589 calls year-to-date.
- The Fire Authority August financials were presented and approved by the board.
- Mr. Ringo reported that currently the fire department's payroll budget is lower than expected due to the lower cost of benefits for the employees hired.
- The Firehouse debt has 1 payment left to contractor. After final payment is made, it is anticipated that there will be money left and that will be returned to the 2 cities, based on same split as contribution.
- Mr. Ringo thanked the Garden Club for assisting the firefighters with landscaping at the firehouse.
- The total overall cost for the firehouse was \$8.45 million.
- Mr. Ringo reminded everyone that the Fire Department Open House is scheduled for Saturday, September 21st from 12:00 – 4:00, with presentations at 12:30.
- The department has applied for a grant from the state for air packs. The air packs have a 15-year lifespan, and many are due for replacement. It will cost \$150,000 to replace the air packs, if the grant is not received. The cities may be asked to cover this cost.
- A note for Crescent Springs voters, they will need to go to the Firehouse to vote in the elections in November.
- Next meeting will be October 21, 2024, at 6:00 pm at the Firehouse.

City Attorney:

- No Report

City Clerk:

- Ms. Lipson advised that staff is finalizing the newsletter and plans to start printing those by the end of the week. Once Council passes the tax rate ordinance, staff will work on

finalizing the tax files and will mail out the tax bills, with the intention of having them mailed by September 27th.

City Administrator:

- Mr. Bohman advised that we have received the codification of ordinances, and Council will need to review the update and adopt the updates by ordinance.
- A revised Interlocal Agreement for the health insurance pool will also need to be adopted by Council.

Mayor's Report:

- Mayor Jansen reminded Council that ARPA fund expenses need to be finalized by December. An item that Mayor Jansen and Chief Hall are looking into stationary cameras, which record license plates and allow police access to the data for crime prevention, criminal investigations and missing persons. The cost for the cameras is \$3,000 per camera per year.

Legislation:

Ms. Stewart presented the following Legislation:

2nd Reading and approval of draft Ordinance 2024-D

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky levying an ad valorem Real Estate tax of 20.2 cents per each one hundred dollars in real estate valuation within the City and providing for interest and penalty charges for late payment; and levying a Personal Property tax of 10.3 cents per each one hundred dollars in valuation of personal property within the City.

Mr. Cahill advised that the committee recommends the rate change to council.

Mr. Ringo made a motion to approve draft Ordinance Order 2024-D, seconded by Ms. Wadsworth. A roll call vote was taken, all voted in favor, Motion passed.

This will become Ordinance 2024-5

Old Business

None

New Business

Mr. Thompson inquired about the status of new chairs for Council Chambers. Mayor Jansen advised that she was working with staff to finalize the order.

General Comments

Mr. Walsh reported that he read the LINKNky article regarding school resource officers in private schools.

Mayor Jansen reported that a neighbor met with Craig and Buck about sidewalk and driveway and he had a good experience with them and that both were easy to work with.

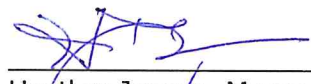
At 7:41 p.m. a motion was made by Ms. Stover, seconded by Ms. Wadsworth to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:41 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor