

**Council Meeting #752 Minutes
January 15, 2025**

Mayor Heather Jansen called the January 15, 2025, Meeting of City of Villa Hills Council (Meeting #752) 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
C. Bilz
P. Kennedy
S. Ringo
S. Thompson
S. Wadsworth

Craig T. Bohman, City Administrator
Jennifer Lipson, City Clerk
Matt Hall, Police Chief
Derick Yelton, Public Works Director
Mary Ann Stewart, City Attorney

Ms. Stover was absent

A quorum was present.

The first order of business was approval of the minutes of the December 18, 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 December 2024 Police report; the department had 836 calls for service. There were 15 reported crimes, 16 traffic collisions, 40 citations and 21 e-courtesy notices issued.
- Chief Hall reviewed the current investigations and reported that the department is investigating an Assault 2nd which occurred at a restaurant where a worker stabbed a co-worker. This was an ongoing dispute, and the injuries were non-life threatening. Chief gave Kudos to all officers involved in the investigation.
- Sergeant Black attended SWAT training, Officer Dooley, and K-9 Onexx completed K-9 training. The department reviewed Chapter 17.7 of the department policy for Diminished Capacity/Excited Delirium. Officer Snider attended his one week annual training, and Officer Watson attended PCIS training.
- There were 2 canine deployments, both with NKDSF and were within Villa Hills and Crescent Springs. Officer Dooley and Onexx were credited with 2 arrests and 3 criminal charges filed.
- Chief Hall reported 49 hours of overtime for the month, which included 4 hours for court, 8 hours for shift coverage, 16 hours for Shop with a Cop and Firefighter, 7 hours for Christmas in the Park, 7.5 hours for stabbing investigation, and 6.5 hours for Range qualifications.

- Selection was made for the Sergeant Position and Detective Lucas is receiving is being promoted to Sergeant this date.
- Chief Hall was asked about the snow emergency and procedure the department follows for declaring a snow emergency. He reported that he called to emergency early based on weather reports and it was effective.

Safety Committee:

- Ms. Wadsworth advised that the committee met, and Chief Hall presented his report to them. The committee reviewed the difference between all calls and dispatched calls, as reported on the Chief's report.
- The committee also discussed the legalization of medical marijuana and the officer and K-9's training in the future .
- The committee discussed the procedure the department will follow for a new K-9. The position will be posted internally for interested officers to apply for the position.
- Ms. Wadsworth reported that the sign design from Villa Madonna Cross Country has not been finalized yet.
- It was suggested to have the representative from Villa present at Shadow Night to announce the information for this year's Fischer 5K.
- Next meeting will be February 11 at 3:30 pm.

Mayor Jansen gave the Oath of Office to Officer Lucas who was promoted to Police Sergeant. Officer Lucas' family was present to see him being sworn in as Police Sergeant.

Public Works Committee:

- Mr. Thompson reported that Collins and Amsterdam project is waiting for final word from KYTC.
- Valley Trails Phase 1 construction is scheduled to start in the spring.
- Mr. Thompson reported that they have seen pictures of what the pedestrian bridge will look like, and there won't be need for upgrading the bridge.
- The salt bin work is completed, any issues found will be corrected in the spring.
- Mr. Thompson followed up on the items sent to the committee from Finance Committee. To calculate proper reserves, they will look at what could cause the city the most expensive disaster and what the associated costs would be to fix those problems. The dam was identified with a current cost estimate of \$1.3 million.
- Mr. Thompson received an email thanking the Public Works crew for a job well done on road clearing. Mr. Thompson said he appreciates the work by Public Works.
- Mr. Thompson responded to questions regarding the Collins intersection start date. The plan is to begin the utility work in 2025. Then the work that requires the intersection to be totally closed, will begin after school is out in late spring or early summer 2026.
- Decertifying the dam will cut out the need to consult with Kentucky Department of Water before any work is done.

Public Works Director

- Mr. Yelton reported that the salt dome is being loaded. They currently have 225 tons on site, with 400 tons on order. The building will currently hold 650 tons, but they are also looking to add a conveyor lift system, which would allow an increase to 1,000 tons.
- The new dump truck is very efficient, it holds more and with the new calibration system, less salt is wasted, and it is spread more evenly.

- Mr. Yelton reported that the department was tracking any damage made by snow plows. Damage caused by city trucks will be fixed in the spring. Residents should note that if they hire a private contractor to clear their driveways that damage caused by the contractor is not repaired by the city.
- There are about 35 miles of roads in the city. It takes the department approximately 4 hours to make a full round through the city clearing roads. Heavy snowfall will take more time, and the trucks do concentrate more on main roads when the conditions are worse.
- Mr. Thompson reported that while Mr. Yelton was clearing roads in Prospect Point, that he spotted something in the lake there. He rescued a dog from the lake and returned it to its owner. This is a fine example of our Public Works crew going above and beyond their duties. Council thanked Mr. Yelton for taking the time to save the pet.

Finance Committee:

- Mr. Bilz advised that the committee met on Monday night and reviewed the financials and recommended approval of the December Financials
- The committee reviewed the issue of surplus reserves, determining the appropriate level of reserves to have on hand. The highest risk identified was loss of a dam and the required "months on hand" calculation would yield a requirement of \$1.6 million for 3 months and \$3.3 million for 6 months. This will be discussed further at committee meeting in February.
- Public Works committee reported back to Finance that the capitalized infrastructure account should be adjusted when a new road is build or the maintenance to a road extends its useful life. Staff will look into recent projects that qualify and send that data to the auditor.
- Mr. Bilz reported that Mr. Cahill reminded the committee that the joint meeting between Villa Hills Finance Committee, Crescent Springs Finance Committee and the Fire Authority needs to happen by February 28th. The City Administrators are working on setting the meeting up, and both administrators will attend the meeting.
 - Mr. Bilz made a motion to approve December Financials, and to post the financials to the website, seconded by Ms. Wadsworth. All voted in favor, Motion passed.
- Mr. Bilz advised that since the next regular meeting for Finance Committee falls on a holiday, so the meeting will be on Tuesday, February 18th, location to be determined.

Administration Committee:

- No Report

Recreation Committee:

- Mr. Ringo reported that the Longhorns are currently scheduling fields for the 2025 season. They currently have 33 teams, with a total of 550 players.
- Public Works has been working on the additional field and will get more fill dirt in the spring. Then they will begin excavating, the grass and fence.
- Mr. Ringo will check with Longhorns for information on the cart path location and plans.
- Second batting cage has been laid out, the Longhorns will get the poles and they will be placed with concrete in the spring.

Fire Authority:

- Mr. Ringo reported that they have not met yet.

- Mr. Ringo reported that the Fire Authority is down to the last couple of items on the checklist with the contractor to wrap up the firehouse expenses.
- Next meeting will be January 20, 2024, at 6:00 pm at the Firehouse.

City Clerk:

- Ms. Lipson reported that staff tax collections are currently at 98% for 2024. Follow up delinquent bills were sent out.

City Administrator:

- Mr. Bohman provided the ARPA update. All funds have been moved or expended. The final ARPA report for 2024 is due in March.
- The city is waiting for a list from Mr. Burke for requested repairs to the old salt building.
- Mr. Bohman reported that he has started working on the budget for 2025/2026.

Mayor's Report:

- Mayor Jansen reported that the meeting for Events planning between the cities has started looking at dates for the Easter Egg Hunt in April, and the citywide yard sale for the end of May and early September. Prospect Point will have their sale on a different weekend and will have their own map.

City Attorney:

- Master commissioners' sale of property on Vera Cruz is scheduled for January 28, 2025.

Legislation:

Ms. Stewart presented the following Legislation:

2nd Reading and approval of draft Ordinance 2024-H

An Ordinance of the City Of Villa Hills, in Kenton County, Kentucky, authorizing the Mayor to enter into an Interlocal Cooperation Agreement with the Kenton County Fiscal Court and the Cities of Taylor Mill, and Villa Hills for an Opioid Abatement Program using Opioid Abatement Funds for Law Enforcement Navigators.

Mr. Ringo made a motion to approve draft Ordinance 2024-H, seconded by Mr. Thompson. Roll call vote was taken, all voted in favor, none opposed. Motion passed.

This will become Ordinance Order 2025-1

2nd Reading and approval of draft Ordinance 2024-I

An Ordinance of the City Of Villa Hills, in Kenton County, Kentucky authorizing the Mayor to enter into an Interlocal Cooperation Agreement with the Kenton County Fiscal Court and the Cities of Bromley and Crescent Springs to update the 2009 Road Maintenance Agreement.

Mr. Ringo made a motion to approve draft Ordinance 2024-I, seconded by Mr. Thompson. Roll call vote was taken, all voted in favor, none opposed. Motion passed.

This will become Ordinance Order 2025-2

2nd Reading and approval of draft Ordinance 2024-J

An Ordinance of the City Of Villa Hills, in Kenton County, Kentucky

amending Section 30.37 of the City of Villa Hills Code of Ordinances revising the schedule for Council committee meetings.

Ms. Wadsworth made a motion to approve draft Ordinance 2024-J, seconded by Mr. Bilz. Roll call vote was taken, all voted in favor, none opposed. Motion passed.

This will become Ordinance Order 2025-3

Discussion and approval of draft Municipal Order 2025-A

A Municipal Order of the City of Villa Hills, in Kenton County Kentucky appointing Betsy Janes to the Kenton County Planning Commission for a term ending December 31, 2028.

Mr. Ringo made a motion to approve draft Municipal Order 2025-A, seconded by Ms. Wadsworth. A voice vote was taken, all voted in favor, none opposed. Motion passed.

This will become Municipal Order 2025-1

Discussion and approval of draft Municipal Order 2025-B

A Municipal Order of the City of Villa Hills, in Kenton County Kentucky approving the appointment of Chris Smith to the Villa Hills Board of Ethics for the term specified therein.

Mr. Thompson made a motion to approve draft Municipal Order 2025-B, seconded by Mr. Ringo. A voice vote was taken, all voted in favor, none opposed. Motion passed.

This will become Municipal Order 2025-2

Old Business

Mr. Ringo reminded Council that Shadow Night will be the next Council meeting on February 19th and the meeting will take place at Villa Madonna Academy theater. The essays are due January 21st, they will be split based on the position the student wishes to shadow and placed in boxes at the city office. Please respond to Mr. Ringo by Monday, with 2 students selected from 2 different schools. Mr. Ringo and Ms. Stover will do a follow-up with the schools and obtain parent's contact information. Council and Staff are reminded to provide a short summary of their reports for the students to read at the meetings. The students will be doing any motions and voting on behalf of their Council member. Council members are asked to invite their students to their committee meetings prior to the council meeting.

Council members, staff and students are asked to arrive by 6:00 to meet with their students and to acclimate them to the meeting setting.

The meeting will begin at the regular time at 6:30 pm.

New Business

NONE

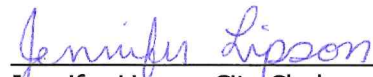
General Comments

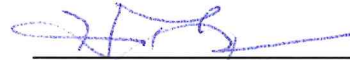
NONE

At 7:23 p.m. a motion was made by Ms. Wadsworth, seconded by Mr. Thompson to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:23 p.m.

Respectfully submitted,


Jennifer Lipson, City Clerk


Heather Jansen, Mayor