

**Council Meeting #754 Minutes
March 19, 2025**

Mayor Heather Jansen called the March 19, 2025, Meeting of City of Villa Hills Council (Meeting #754) 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
C. Stover
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**

A quorum was present.

The first order of business was approval of the minutes of the February 19, 2025, Special Council meeting.

A motion was made to approve the minutes by Mr. Bilz, seconded by Ms. Stover. A vote was taken. All voting in favor. Motion passed.

Next was approval of the minutes of the March 12, 2025, 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, Ms. Bilz, Mr. Kennedy and Mr. Thompson voting in favor, Ms. Wadsworth abstained. Motion passed.

Committee Reports:

Police:

- Chief Hall presented the Power Point of the February 2025 Police report; the department had 960 calls for service. There were 12 reported crimes, 22 traffic collisions, 52 citations and 58 courtesy notices issued.
- Chief Hall reviewed the current investigations and reported that a suspect was arrested from a death investigation case in 2024, and the suspect was charged. One case was closed due to the victim not wanting to pursue charges. Another case from 2024 was closed with the suspect arrested for a theft from a business.
- All officers attended Firearms Simulator Training, as well as reviewing a video from KLC for Vehicle Operation/Driving, and Duty to Intervene. Officer Dooley and Onexx had K-9 training, Sgt. Black attended SWAT Negotiations training, and Sgt. Lucas attended DOCJT for Leading the Investigation Unit.
- There was 1 canine deployment, which was within Villa Hills and Crescent Springs, there were no arrests.

- Chief Hall reported 31 hours of overtime for the month, which included 4 hours for court, 9 hours for shift coverage, 1 hour for a late call, 8.5 hours for Simulator training, and 8 hours for Investigations.

Safety Committee:

- Ms. Wadsworth advised that the committee met, and Chief Hall presented his report to them.
- The committee discussed a future replacement for the K-9 team. Officer Dooley will inform the Chief when Onexx is nearing the end of his service time, at which time the department will start the process of securing a new K-9 and will post internally for officers to interview as the next K-9 officer.
- The department is 1 officer short; the committee discussed the expenses for sending a new recruit to police academy. Chief Hall had advised that there is currently a 4-6 month wait for an academy slot. If a new officer is hired, the city pays salary and all benefits from the time of hire, while the officer attends the academy, and while transitioning to full status on the force. This can take up to a year and cost to the city will be between \$130,000 - \$145,999 in salary and benefits.
- Next meeting will be April 8 at 3:30 pm.

Public Works Committee:

- Mr. Thompson reported that KYTC meeting was held, and the committee received answers on the status of some of the retaining walls.
 - The small 2 ½ foot wall in front of the Cincinnati Bell building will need to be maintained by the City. Its small size would not pose an issue.
 - Plans are being reviewed for either a retaining wall or slope between Old Collins and Collins. Maintenance of this slope or wall is to be determined.
- Easements and Right of Way negotiations for the Collins/Amsterdam project will need to be conducted by a third party due to the grant.
- Mr. Thompson advised that in the next fiscal year, Prospect Point is due to be overlaid.
- Franzen Lake will have inspections done yearly. Prime will be checking to see if the City can add fill dirt to make a safer slope that will be easier to maintain.
- The salt bin does not have a door yet, staff will watch and re-evaluate to determine if a door is necessary. The area around the salt bin will be fenced in.
- Follow up on the pedestrian bridge was reported that since the project was awarded the Transportation Alternative Grant, they cannot move forward on design or preparation until the grant money has been officially awarded. Price for the basic bridge is \$48,000, and project estimate is \$715,000. The grant is for an amount up to \$566,000, with a 20% match from the city.

Public Works Director

- Mr. Yelton reported that the crew has been patching roads, clearing drains and cleaning up trash around the City, and fields have been fertilized.
- Corey, Matt, and Jake just attended the KLC Spring Safety Conference.
- The crew is assisting with building the batting cage with the Longhorns and they are working on field 5. The walkway at Franzen has been flagged off and is ready to be installed.
- Mr. Yelton advised that Scott Smith, who worked for the City over a 28-year period has resigned his position.

Finance Committee:

- Mr. Bilz advised that the committee met on Monday night and reviewed the financials and recommended approval of the February Financials
 - Ms. Wadsworth made a motion to approve February Financials, and to post the financials to the website, seconded by Mr. Ringo. All voted in favor, Motion passed.
- Mayor Jansen reported that Finance committee had pointed out a couple errors on budget calculations, and those corrections have been made to the proposed budget. She added that the health care pool reflects a zero increase for the year. The salary survey was received, and those numbers will be adjusted. Staff are still awaiting insurance billing from KLC.
- Mr. Bilz advised that the next meeting will be on Monday, April 14th at 7:00.

Administration Committee:

- No Report

Recreation Committee:

- Mr. Ringo reported that baseball, soccer, and softball have all started back on the fields.
- Wayne Slusher has returned for another year to prepare fields.
- The AEDs are back in place at the fields.
- The walkway at the fields that Mr. Yelton mentioned will be an asphalt surface from the concession stand to the back fields.
- There will be new signs installed at the fields; some field numbers will change.
- A soccer camp is planned for the end of July to early August at Franzen fields.
- Villa Madonna had discussions about adding an astroturf soccer field with a track, the City does not plan to be involved in this financially but are in support if they move forward with it.

Fire Authority:

- Mr. Ringo reported that Chief Wendt advised that for February they had 39 fire runs, with 97 year to date, and 93 EMS runs with 211 year to date.
- Fire Authority financials were reviewed and approved; they are currently working with Truist Bank to set up positive pay on their accounts.
- The Joint Finance Committee met in February, and Fire Authority presented a zero-increase budget.
- Mr. Ringo reported that the Fire Authority has not settled with Century yet, as there are concrete issues that still need to be fixed.
- Next meeting will be April 21, 2025, at 6:00 pm at the Firehouse.

City Attorney:

No Report

City Clerk:

- Ms. Lipson was asked how tax collections are doing; the City is currently at 99% collected for 2024 taxes.

City Administrator:

- Mr. Bohman reported that Deputy Clerk Anna Bailey had sent out the Ethics forms and reminded Council that those are due back in April.

Mayor's Report:

- Mayor Jansen reported the following upcoming events:
 - Easter Egg Hunt on April 12th at noon at Lou Hartfiel Park (Crescent Springs Park).
 - Citywide Yard Sale on May 30th and 31st from 8-1 each day. Addresses to be included on the map are due May 19th, addresses can be accepted later but will only be on the list for participating locations, not on the map.
 - Shred Event – is being looked at for the summer, but a date and location has not been determined yet.

Legislation:

Ms. Stewart presented the following Legislation:

Discussion and approval of draft Municipal Order 2025-C

A Municipal Order of the City of Villa Hills, in Kenton County Kentucky, accepting bid of Don Franklin Chrysler, Dodge, Jeep and Ram for the purchase of two vehicles in the amount of Eighty-six Thousand Four Hundred Fifty-Two Dollars and Zero Cents (\$86,452.00)

Mr. Ringo asked Chief Hall if the Dodge Durango is good for them, as they originally went with Dodge when they could not get the Ford vehicles. Chief Hall stated that they are happy with the vehicles.

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

This will become Municipal Order 2025-3

Old Business

NONE

New Business

NONE

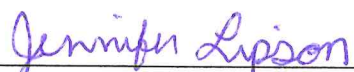
General Comments

Mr. Ringo thanked everyone for their participation in Shadow Night and advised that they have already been in touch with Villa Madonna for the scheduling the meeting for next year for Wednesday, February 18, 2026.

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

Time of adjournment was 7:24 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor