

**Council Meeting #758 Minutes
July 16, 2025**

Mayor Heather Jansen called the July 16, 2025, Meeting of City of Villa Hills Council (Meeting #758) 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

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

Ms. Wadsworth was absent

A quorum was present.

The first order of business was approval of the minutes of the June 18, 2025, Council meeting. A motion was made to approve the minutes by Ms. Stover, seconded by Mr. Thompson. A vote was taken. All voting in favor. Motion passed.

Mayor Jansen announced that Officer Dooley was present for a promotion. Mayor Jansen gave the Oath of Office to Officer Dooley who was promoted to Police Sergeant. Officer Dooley's family was present to see him being sworn in as Police Sergeant.

Committee Reports:

Police:

- Chief Hall presented the Power Point of the June 2025 Police report; the department had 1,131 calls for service. There were 12 reported crimes, 17 traffic collisions, 26 citations and 24 courtesy notices issued. 3 of the collisions occurred on I-75 and several along Buttermilk.
- Chief Hall reviewed the current investigations and reported that they were re-visiting open cases, closed 1 case and advised that there was a 2nd arrest of a drug dealer in connection with an overdose death.
- Sergeant Lucas assisted with a background check for the department's newest officer Landon Terry who is a lateral transfer from KSP. He was unable to attend the meeting due to being at his annual training with the National Guard.
- All officers reviewed videos for training on Ch 27.1/27.2 Evidence Collection & Processing. Officer Dooley and Onexx attended K-9 training, Officer Robbins and Officer Ciancanelli attended their yearly DOCJT training.
- There was 1 canine deployment with Drug Strike Force, there were 3 arrests and 3 charges. Officer Dooley and K-9 Onexx were on vacation for 2 weeks in June.
- Chief Hall reported that the department had 46.5 hours of overtime for the month, which included 6 hours for court, 3 hours for a Vice President detail, 13.5 hours for shift coverage, and 24 hours for Fire in the Hills event.

- Chief Hall advised in the State of Kentucky ATV and UTVs are legally permitted on roadways, if they are permitted by local government. At this time, they are Not legal in the City of Villa Hills. Council asked questions regarding this ruling. If the City does nothing, then they are illegal, the City Council can adopt an ordinance to allow and regulate, but they are not legal on State roads. If in the future council creates an ordinance to allow them, they would still not be permitted on Amsterdam, Collins, or Buttermilk.
- There was discussion regarding Electric scooters. The officers are continuing to educate the public about the use of the scooters. They should be operated on roadways, and operators should possess a license to operate them.
- Chief Hall mentioned that there was discussion in Safety Committee about the stop sign leaving Sanctuary at Amsterdam. He advised that the stop sign is about 10 feet back, which is required due to the crosswalk. If drivers pull forward into the crosswalk, after ensuring there are no pedestrians, then they should be able to see around the vegetation. Mayor Jansen advised that she was recently in the area, and the vegetation has been trimmed back.

Safety Committee:

- Chief Hall covered in his report.
- Next meeting will be August 12 at 3:30 pm.

Public Works Committee:

- Mr. Thompson reported that KYTC is awaiting results of Environmental Study.
- There was a water main break on Prospect Point which caused significant road damage. There are currently steel plates covering the hole. The water main itself has been repaired and Northern KY Water District is evaluating restoration work. This will likely delay the City's work on the roadway. The City is discussing the possibility of joining efforts with them to complete the repairs along with the City's plan for resurfacing the roadway. The restoration work would be at the expense of the Water District. Anticipated costs could exceed \$30,000 and may require them to bid the project out.
- Mr. Thompson advised that Public Works is working to improve the slope at the dam area near the lake to make it safer for when they are cutting grass in that area.
- Mr. Thompson informed Council that staff will begin preparing sidewalk letters with the goal of sending them out to residents around the first of August.
- Altafiber has taken responsibility and is in the process of repairing sidewalks that contain their utilities throughout the city.
- Mr. Thompson reported that the City received bids for the concrete work for the City, and Hendy was the lone bidder, the price went up about \$1 per unit from last year.
- The committee finished interviews and reviews of prospective new engineering firm and is recommending for Council to approve the Resolution being presented to accept the proposal of Compass Infrastructure Group.

Public Works Director

- Mr. Yelton reported that the water main damage on Prospect Point is 247 square feet, and it will cost approximately \$47,000 for the work to be completed. He is working with Water District and Riegler to possibly have Riegler complete the work. Water District would be responsible for the cost for the repairs and restoration.
- Valley Trails is 98% complete with restoration work taking place and crack sealing to be completed.

- Salt garage and Public Works lot have been repaved; fence and gates are scheduled to be installed.
- Riegler plans to start Prospect Point mill and overlay within the next few days.
- Public Works has a potential new hire for the part-time position; they are currently conducting a background check.

Finance Committee:

- Mr. Bilz advised that the committee did not meet due to holding the books open.
- The next meeting will be on Monday, August 18th at 7:00.

Administration Committee:

- Ms. Stover advised that the committee did not meet, and there is no report.

Recreation Committee:

- Mr. Kennedy and Mr. Ringo reported that fields are currently quiet but fall sports will begin in August.
- Longhorns sent an email noting that they had 650 children playing this year and anticipate 800 children for next year's teams. They expressed their appreciation for the work completed by Public Works for the additional field so far.

Fire Authority:

- Mr. Ringo advised that the Fire Authority has not met yet.
- The Fire Authority sent a letter to Century Construction, requesting an extension of the warranty due to work still not being completed. Century Construction extended the warranty until September 1, 2026.
- Next meeting will be Monday, July 21, 2025, at 6:00 at the firehouse.

City Attorney:

No Report

City Clerk:

No Report

City Administrator:

- Mr. Bohman informed Council that an issue that Water District may face could be a contractor/bid issue on Prospect Point. They may be required to bid the restoration project out, depending on cost. Staff will keep in touch with them until this is fixed.
- Mr. Bohman addressed residents to advise that if Best Way is collecting their trash or recycling, or if their cans were collected by Rumpke, but they are a Villa Hills resident, to reach out to the City Administration, so staff can get the issues resolved.
- Mr. Bohman requested that Council hold an Executive Session at the end of the meeting to discuss potential litigation surrounding a potential foreclosure.

Mayor's Report:

- Mayor Jansen reported that Sanctuary had a parade on July 5th. Villa Hills had a Car Show on July 12th that was very crowded.
- Mayor Jansen reminded everyone that Saturday, July 19th is Shred Day, from 8:00 until 11:00, at Crescent Springs City Building on Buttermilk.

Legislation:

Ms. Shultz presented the following Legislation:

1st Reading and discussion of draft Ordinance 2025-H

An Ordinance of the City of Villa Hills, in Kenton County, Kentucky, amending section 50.15 of the City Code of Ordinances in order to adjust the assessment for garbage service in the city.

Mr. Bohman advised Council that the adjustment is based upon the current contract with Rumpke.

Discussion and approval of draft Resolution 2025-E

A Resolution of the City of Villa Hills, in Kenton County, Kentucky accepting the bid of Hendy Construction, Inc. for the Villa Hills Concrete Maintenance contract at the unit prices submitted and authorizing the Mayor to sign a contract for the same.

Mr. Thompson advised council that the current contract for concrete replacement has expired. Hendy is the current contractor and was the sole bidder.

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

This will become Resolution 2025-5

Discussion and approval of draft Resolution 2025-F

A Resolution of the City of Villa Hills, in Kenton County, Kentucky accepting proposal of Compass Infrastructure Group for engineering services and authorizing the Mayor to sign a contract for the same.

Mr. Thompson advised that the Public Works Committee met with Compass and advised that the costs will be similar. However, the City may see cost savings because this company will give flat rate costs per project. Compass will also bill monthly. The committee recommends approval.

Mr. Thompson made a motion to approve draft Resolution 2025-F, seconded by Mr. Bilz. A voice vote was taken, all voted in favor, none opposed. Motion passed.

This will become Resolution 2025-6

Old Business

NONE

New Business

NONE

General Comments

NONE

A Motion was made by Ms. Stover to enter into Executive Session pursuant to KRS 61.810(c). Motion was seconded by Mr. Bilz. A voice vote was taken, all voted in favor, none opposed. Motion passed.

Council entered into Executive Session at 7:15 p.m.

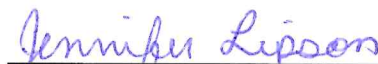
A motion was made by Ms. Stover to leave Executive Session and resume the Council meeting at 7:40 p.m. Motion was seconded by Mr. Thompson. A voice vote was taken, all voted in favor, none opposed. Motion passed.

A motion was made by Mr. Ringo to follow through on litigation for Case # 23-CI-00946 as discussed during the Executive Session; and to give the go ahead for City Attorney's office to send letters to all properties with delinquent amounts in excess of \$2,000. Motion was seconded by Ms. Stover. A voice vote was taken, all voted in favor, none opposed. Motion passed.


At 7:42 p.m. a motion was made by Ms. Stover, seconded by Mr. Ringo to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:43 p.m.

Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor