

**Special Council Meeting #764 Minutes
February 18, 2026**

Mayor Harper Warken called the February 18, 2026, Special Council Meeting of City of Villa Hills Council (Meeting #764) to order at 6:30 p.m at the Villa Madonna Auditorium, 2500 Amsterdam Road, Villa Hills, Kentucky. Mayor Warken led Council in prayer, followed by the Pledge of Allegiance.

Mr. Carr 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
Talha Adnan, City Engineer

Also in attendance were students from local 5th grade classes from River Ridge Elementary, Villa Madonna Academy, and St. Joseph Elementary who were shadowing elected officials and staff. The following students conducted the meeting with the advice and guidance of their respective sponsors:

Addison Warken, Mayor (Mayor Jansen)
Nora Thomson, Finance Committee Chair (Mr. Bilz)
Emma Remines, Public Works Committee Chair (Mr. Thompson)
Crosley Parrott, Recreation Committee Chair (Mr. Kennedy)
Wesley Coyle, Fire Authority Committee Chair (Mr. Ringo)
Leah Boehmker, Administration Committee Chair (Ms. Stover)
Joseph Butler, City Administrator (Mr. Bohman)
Paisley Hensley, Police Chief (Chief Hall)
Chloe Garrison, Public Works Director (Mr. Yelton)
John Tewes, City Attorney (Ms. Stewart)
Vivian Workman, City Engineer (Mr. Yeager)
Patrick O'Connor, Safety Committee Chair

Ms. Wadsworth was absent

A quorum was present.

Ms. Stover welcomed everyone and explained what Shadow Night is about. Children are at the age where they start thinking about what to do when they grow up. Council is looking to next generation for involvement in public service. For those who would like to view the meeting after it is over, it can be viewed on TBNK.org. Ms. Stover formally introduced each student, and which staff or elected official the student is shadowing.

The first order of business was approval of the minutes of the January 21, 2026, Council meeting.

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

Committee Reports:

Police:

- Chief Hensley presented the January 2026 Police report; the department had 1,405 calls for service. There were 13 reported crimes, 24 traffic collisions, 75 citations, 87 warnings for traffic violations, 4 incident reports, 2 domestic calls, and 2 mental health interventions.
- Chief Hensley reported that the top roadways for traffic collisions were Amsterdam Road and Buttermilk Pike at Anderson Road
- Detective Sergeant Lucas continued to update and investigate numerous cases. He drafted several subpoenas and search warrants for different cases, to include a case involving organized crime.
- The department training for January focused on Policy and Procedure Chapter 1.3 which covers Response to Resistance, otherwise known as Use of Force. Sergeant Dooley and K-9 Onexx had 3 deployments with 1 arrest and 1 charge. The K-9 unit had 18 hours of Training for the month.
- Chief Hensley reported 16.5 hours of overtime for the month with most of it being from attending court.

Safety Committee:

- Mr. O'Connor advised that the committee met, and Chief Hall presented his Police and K-9 report to them.
- Mr. O'Connor reported that there was a discussion about the police dog, Onexx. Onexx is now 9-years old. A new police dog will cost around \$15-17,000. Chief Hall is looking for grant money to help buy a new dog. Sergeant Dooley is training to be a Master Police Dog Trainer and would help train the new dog.
- Mr. O'Connor reported the committee discussed a possible crosswalk at Arden and Amsterdam. There was discussion about the cost of a flashing crosswalk sign, but the cars would still have the right of way and would not be required to stop. A possible option would be a "Children at Play" sign. This will be discussed further at the next committee meeting.
- Mr. O'Connor advised that the next meeting will be March 10 at 3:30 pm.

City Engineer:

- Ms. Workman reported that the City received a large grant to help reconstruct and widen the Collins and Amsterdam intersection and install a new traffic signal. The design for the improvements is mostly completed and we are waiting for the environmental review to be completed before the construction can begin. We want as much of the construction to happen while school is out for the summer, as possible.
- Ms. Workman advised that the City received another grant to install a pedestrian bridge over the creek on Rogers Road to connect the sidewalk, so people don't have to walk in the road to cross where the sidewalk ends. Because the existing bridge has a crack in the

wall, we are looking into the possibility of replacing the vehicular bridge as well and including new sidewalks on the bridge, rather than having a separate pedestrian bridge and having to replace the vehicular bridge in 10-15 years. A cost estimate has been put together for both options, so a final decision can be made by Council.

- The engineer has put together their scope and cost to do the design work and surveying for Valley Trails full-depth reconstruction phases 2 and 3, from Dry Creek Court to Amsterdam Road. The project is ready to get started and the engineer will apply for grant money in June to help pay for the work.
- Ms. Workman reported that Eastland has gotten to the point that it needs to be fully reconstructed. The work will include new curb and gutter, drainage improvements, and a whole new roadway. New pipes will be installed to collect groundwater, water from downspouts, and water from the roadway. A scope and fee have been put together to do the survey and design work, and the engineer is ready to get started. The engineer will work with SD1 to help get some of the stormwater improvements paid for through their public cost share program.

Public Works Committee:

- Ms. Remines reported that the committee has confirmed that the Kentucky Transportation Cabinet has given the go-ahead for the environmental study at the Collins and Amsterdam intersection to proceed. It will take about four to five months to complete.
- Ms. Remines advised that the committee discussed the options for repairing or replacing the bridge on Rogers Road. The Bridge Team from Compass Engineering stated the stream does not need to be adjusted. They recommend option 2B, from the proposal, to replace the bridge without changing the stream. This will be discussed further at the March Caucus meeting
- Ms. Remines reported that plans were confirmed to replace the streets on Eastland and Braun Court starting this spring and summer. Compass Engineering is working on the design plans.
- The committee has confirmed with KYTC that they are working on new models to adjust the timing of the light on Buttermilk near Interstate 75. They will be making observations next month.

Public Works Director

- Ms. Garrison reported that the Public Works department has worked on cleaning drains and trimming low branches. They have also been doing safety inspections on the dump trucks and snowplows to ensure better operations during a snow fall.
- Ms. Garrison advised that the department has been out plowing and salting a few times already, and everything is working well. The Public Works fleet has a total of 5 plows and 3 dump trucks. The City has a new salt dome for the community. Thank you to Mayor Jansen and Council for approving the funding for the salt dome. The salt dome holds around 800 tons of salt.
- Ms. Garrison reported that the crew is highly trained in all fields that Public Works requires and are the best at clearing our streets of snow and ice for the safety of our citizens. After winter, they will be patching holes and sweeping gravel.

Recreation Committee:

- Mr. Parrott reported that all of the ballfields are being prepared for opening for spring baseball practices for Villa Madonna Academy and the Longhorns. It is anticipated to

open the fields around mid-March. Wayne Slusher is being contacted to assess his desire to maintain the ballfields again this year.

- Mr. Parrott advised that the Opening Day Parade for the Longhorns Baseball Association is set for Saturday, April 11th at 10:00 a.m. at Franzen Fields. The Police and Fire Departments will lead the parade, and Rosie Red will be in attendance too. They will also be announcing the name for the brand-new ballfield at Franzen that day. The Longhorns are projecting nearly 800 ball players and 75 teams this year.
- Mr. Parrott reported that new team benches will be installed on Field #2 before the start of the season. An overhead net will also be installed adjacent to the new pirate playground set in order to protect children from foul balls.
- Mr. Parrott advised that the City is working closely with the Civic Club to sponsor a grant to secure a large amount of money being donated for a new playground set. The playground set would be constructed on the north side of the new Civic Club building.

Finance Committee:

- Ms. Thomson advised that the committee met on Tuesday night in a special meeting due to the regular meeting date falling on a holiday.
- Ms. Thomson reported that the committee reviewed the financials and recommended approval of the January Financials
- Ms. Thomson reported that Mr. Cahill, who is on the Villa Hills Finance Committee and the Crescent/Villa Fire Authority Treasurer, updated the committee on the current and upcoming Crescent/Villa Fire Authority budget, as well as the results of the Joint Crescent Springs, Villa Hills Finance Committee meeting which took place on February 17th at the Crescent Springs City Building. Mr. Cahill advised that he would be submitting a proposal budget to both City Councils in March.
- The Committee discussed the idea of a Stabilization fund for the City. The Council has been working on the recommendation of the auditor to retain 3 to 6 months of operating income to be set aside for emergency situations. Council person Seth Thompson presented the outline for guidelines for the City to reserve monies and the criteria for utilization of money for emergencies. Mr. Thompson estimated these guidelines could be presented to Council by March for a first reading.
 - Ms. Thomson made a motion to approve January Financials, and to post the financials to the website, seconded by Ms. Remines. All voted in favor, Motion passed.
- Ms. Thomson advised that the next regular meeting for Finance Committee will be on Monday, March 16th at 7:00 p.m.

Administration Committee:

- Ms. Boehmker advised that the committee discussed draft Ordinance 2026-A. This ordinance concerns a text amendment relating to "Qualified Manufactured Homes" as referenced in the Villa Hills Zoning Code.
 - The Kentucky General Assembly passed House Bill 160 that amends KRS 100.348. The bill states that cities cannot treat Qualified Manufactured Homes differently than single family homes. Several sections of the Villa Hills Zoning Code list specific specifications for Qualified Manufactured Homes. Therefore, in order to comply with the new regulations, we need to delete any mention of Qualified Manufactured Homes in our code.

- Ordinance 2026-A will eliminate any mention of Qualified Manufactured Homes. The City is being proactive in changing the code since House Bill 160 becomes effective July 1, 2026.
- After discussion of the topic, the Administration Committee recommended that Council approve Ordinance 2026-A.

Fire Authority:

- Mr. Coyle reported that Chairman Cassidy called the meeting to order at 6:00 pm, and minutes of the January 19th meeting were reviewed and approved by the Board.
- Mr. Coyle reported that the January financial statements were reviewed by the board. Mr. Cahill stressed that injuries, illnesses and multiple snows increased the payroll significantly. The board approved the January financials as presented.
- The joint finance meeting took place on February 17th, to discuss the proposed fire budget for next year with the councils. The results of the meeting will be used to prepare the department's final budget request to the cities for next year.
- Mr. Coyle advised that 9 RFP's have been mailed out to accounting firms for future audit services.
- Mr. Coyle advised that Chief Wendt reported 114 EMS calls in January and 87 fire calls. The department is already up 15% over January 2025 calls. Chief Wendt also advised that Medicare payments have been delayed for months due to the federal government's shutdown last fall, but they should be arriving shortly. He also reported that a new cancer full body scan early screening program from St. Elizabeth will be implemented soon to test firefighters for any potential cancers.
- Next meeting will be March 16, 2026, at 6:00 pm at the Firehouse.

City Attorney:

- Mr. Tewes advised that the City Attorney is responsible for providing all legal services for the City of Villa Hills. They provide advice and guidance to the Mayor, City Council, and to all of the employees of the City. They represent the City in all types of litigation, and drafts contracts and ordinances for the City.
- Mr. Tewes reported that as city attorney, they assisted the City with preparations for tonight's agenda and some legislation, which will be addressed in more detail.

City Administrator:

- Mr. Butler reported that Ethics Board met in November and selected Chris Smith to be the Chair for 2026. Ethics forms for 2026 will be emailed out by the end of the month.
- Mr. Butler reported that as of January 31st, 56 properties out of 3,112 still have unpaid property taxes or waste fees for this year. This is 1.8 percent of the total tax bills that were mailed out in September. The amount unpaid is \$73,417 including penalty and interest.
- Mr. Butler advised that staff met with the County to discuss payroll tax collections. It is estimated that \$600,000 comes from work-from-home employees. This is about half of all our payroll tax collections. A bill in Frankfort would redirect about 15% of that to cities with corporate offices located in Kentucky. Villa Hills would lose about \$90,000. Staff is monitoring the bill.
- Mr. Butler reminded Council that there is a Caucus meeting scheduled for March 11th.

Mayor's Report:

- Mayor Warcken advised of the following events being planned:

- Easter Egg Hunt will be on March 28th at noon at Lou Hartfiel (Crescent Springs) Park. There will be three different age groups. The Easter Bunny will be there for photo opportunities.
 - Shred Day will be held on Saturday May 16th, and the location will be at the Crescent Springs City Building parking lot.
 - There will be two Citywide Yard Sales this year. The Spring sale on May 29th & 30th, and the Fall sale on September 4th & 5th from 8 am until 1 pm.
 - Fall Fest will be held on Saturday, September 19th from 5 – 9 pm. There will be a band and a variety of food trucks.
 - Shop with a Cop fundraiser will be held at the Civic Club on Friday, November 13th.
 - Christmas in the Park will be December 5th from 5:30 pm until 8:30 pm at Lou Hartfiel Park.
- Mayor Warken informed everyone that the deadline to apply to run for office is June 3, 2026.

Legislation:

Mr. Tewes presented the following Legislation:

Discussion and approval of draft Municipal Order 2026-C

A Municipal Order of the City of Villa Hills, in Kenton County Kentucky approving the appointment of Paul Krallman to the Villa Hills Board of Adjustment for the term specified herein.

Ms. Remines made a motion to approve draft Municipal Order 2026-C, seconded by Ms. Thomson. A voice vote was taken, all voted in favor, none opposed. Motion passed.

This will become Municipal Order 2026-3

Discussion and approval of draft Municipal Order 2026-D

A Municipal Order of the City of Villa Hills, in Kenton County Kentucky approving the appointment of John Kerr to the Villa Hills Board of Adjustment for the term specified herein.

Ms. Remines made a motion to approve draft Municipal Order 2026-D, seconded by Ms. Thomson. A voice vote was taken, all voted in favor, none opposed. Motion passed.

This will become Municipal Order 2026-4

Discussion and approval of draft Resolution 2026-C

A Resolution of the City of Villa Hills, in Kenton County Kentucky entering into a Memorandum of Understanding with the Villa Hills Civic Club.

Mr. Parrott made a motion to approve draft Resolution 2026-C, seconded by Mr. Coyle. A voice vote was taken, all voted in favor, none opposed. Motion passed.

This will become Resolution 2026-2

Discussion and approval of draft Resolution 2026-D

A Resolution of the City of Villa Hills, in Kenton County Kentucky thanking River Ridge Elementary, St. Joseph School, and Villa Madonna Academy for participating in the 2025 Government Shadow Program with the City of Villa Hills.

Mr. Coyle made a motion to approve draft Resolution 2026-D, seconded by Ms. Boehmker. A voice vote was taken, all voted in favor, none opposed. Motion passed.
This will become Resolution 2026-3

Discussion and approval of draft Municipal Order 2026-E

A Municipal Order of the City of Villa Hills, in Kenton County Kentucky authorizing the Mayor to enter into an interlocal cooperation agreement with twenty-five agencies to form the Northern Kentucky S.W.A.T. unit.

Ms. Remines made a motion to **Table** draft Municipal Order 2026-E, seconded by Mr. O'Connor. A voice vote was taken, all voted in favor, none opposed. Motion passed.

Old Business

New Business

Mr. Ringo made a motion to ratify all decisions taken at the meeting by the students. Second by Ms. Stover. Voice vote taken, All were in favor, Motion passed.

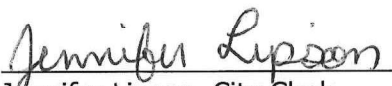
General Comments

NONE

At 7:05 p.m. a motion was made by Mr. O'Connor, seconded by Ms. Remines to adjourn. A voice vote was taken, all in favor. Motion passed.

Time of adjournment was 7:06 p.m.


Respectfully submitted,



Jennifer Lipson, City Clerk



Heather Jansen, Mayor



Addison Warken, MAYOR-FOR-A-DAY
Student, Villa Madonna Academy