

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, APRIL 8, 2024, AT 7:00 P.M. AT THE PARK HILLS CITY BUILDING, 1106 AMSTERDAM ROAD, WITH MAYOR KATHY ZEMBRODT PRESIDING. COUNCILMEMBERS PRESENT: MONTY O'HARA, DR. JOE DAUGHERTY, SARAH FROELICH, PAM SPOOR, AND JOE SHIELDS
ABSENT: STEVE ELKINS
ALSO PRESENT: CITY ATTORNEY, DAN BRAUN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the March 11 and March 25, 2024, meeting minutes, with changes, was made by Ms. Froelich; seconded by Ms. Spoor. Roll call: all ayes.

I. Discussion regarding the Hazard Mitigation Plan has been postponed until the next meeting.

II. First Reading; Ordinance No. 1, 2024 reducing the annual Road Tax was read in summary by Attorney Braun.

Mr. O'Hara began by stating that, in the past, Ordinances would have the support of Council before they were brought to a meeting. He wondered where all of tonight's Ordinances came from and why they weren't discussed first. Mayor Zembrodt replied that the Road Tax decrease was discussed prior. Since the meetings are now held at the city building, an Ordinance was necessary to establish that. She added that the Tree Ordinance will be tabled until further review and the sick leave Ordinance was brought up to her by the police chief. She stated that she directed the city attorney to clean up a Resolution from 2011 regarding Ordinance No. 5. Since these are all first reads, there is an opportunity for discussion.

Motion to discuss Ordinance No. 1 was made by Ms. Spoor; seconded by Dr. Daugherty. Ms. Spoor came across some typos in the Ordinance but stated that the Financial Oversight Committee has been discussing this for months and that she has been reporting back to Council. With the new property assessments by the PVA, many residents' property values increased significantly. The property tax was adjusted, but the road tax remained the same at 1.55 per \$1,000 valuation. This resulted in an increase of \$140,000 collected over budgeted amount. The proposed reduction to 1.20 will still generate approximately \$20,000 above the budgeted amount.

Ms. Spoor stated that the Mayor met with Mr. Bayer and Mr. Elkins to discuss where we are on upcoming road projects. The Mayor said there are 3 streets still in need of a deep fix. Some others, that have already had a deep fix, will be milled and overlaid.

Ms. Froelich asked to make sure that the current status of the roads are very clear. She is glad that the Mayor met with Mr. Elkins and Mr. Bayer but believes they need something very clear to make sure Council gets the opportunity to see that information in a way that is professionally created; not by Council members. Mayor Zembrodt replied that the information is not yet available. Ms. Froelich said she is not ready to say we need less

money for our roads and would like to know the cost of these three deep fixes and see if now is a good time to do this, or in the future.

Ms. Froelich also questioned the way the Ordinance is written and asked if it is accurate that we only need a first read to put this on the ballot. Mr. Braun said the statute states that the first order of business is that you must pass an Ordinance for the first time, submit it to the county clerk and, if approved, read it for the second time to enact.

Ms. Spoor wants to make very clear that the city will still bring in \$20,000 more and that we are not getting less money. Also, all this Ordinance does is put it on the ballot for voters to decide. She wants the public to know that Amsterdam Road is already being funded through a grant and that our match of approximately \$1 million is already set aside for this purpose. If the voters pass the reduction, this will not reduce what we collect below our currently budgeted amount. Mr. O'Hara stated that if left as is, the city would collect, on average, about \$130 extra per household.

Discussion took place about some of the wording on the Ordinance and how it should read. Mr. Braun will make the recommended changes and then bring it back to Council. Motion to table Ordinance until amendments are made and placed on the next Business Meeting agenda was made by Ms. Spoor; seconded by Mr. O'Hara. Roll call: Mr. O'Hara; aye, Dr. Daugherty; aye, Ms. Froelich; nay, Ms. Spoor; aye, Mr. Shields; aye. Motion carried.

III. First Reading; Ordinance No. 2, 2024 establishing the location of the meetings was read in summary by Attorney Braun. Motion to discuss made by Ms. Froelich; seconded by Ms. Spoor.

Mr. Braun explained that the purpose of the Ordinance is to clarify the location of the meetings as the Park Hills city building, unless otherwise indicated. He also lumped the committee meetings into one section. Virtual meetings are permitted in accordance with the provisions of KRS. Ms. Froelich asked that the Economic Development Committee be changed to Economic Development and Business Committee. Mr. Braun will also make changes to the section regarding Caucus Meeting minutes.

Ms. Spoor made a motion to advance the agenda for Jay and Katie's presentation regarding the Dixie Highway Sidewalk and Road Diet Project.

Mr. Bayer thanked Council for moving them up on the agenda. He then introduced Katie Dillenburg, Traffic Engineer Associate. Mr. Bayer went over the proposal. Mr. Bayer stated that he reached out to the KY Transportation Cabinet regarding the prior challenges with this proposal. He said they were willing to consider a 'road diet'. They will double check the traffic count so not to create traffic issues. They will do the study portion up front and then put together concept plans to take to the cabinet. Ms. Spoor asked what impact this may have on business owners. Ms. Dillenburg replied that they would create driveways and curb openings. Mr. Shields asked if the study results in a positive attitude, who is responsible for payment? Ms. Dillenburg responded that the city would pay for the cost of the sidewalk. Mr. Bayer commented that the cost was around \$1.1 to \$1.4 million in 2017 which does not include lighting or right of way. Ms. Froelich stated that the Economic Development and Business Committee want to look into collaboration with Covington and also look at grants.

Ms. Spoor is concerned that this could negatively impact businesses and parking. Mr. O'Hara said that we need to start somewhere. He suggested limiting curb cuts and using a 'road diet' to make it look better. Ms. Dillenburger said the project may push into the next school year as they would like to do a traffic count while school is in session. Ms. Froelich stated that she will bring this to their next committee meeting and share it with the other members then have Council decide.

Agenda resumed:

IV. First Reading Ordinance No. 3, 2024 regarding protection and preservation of Landmark Trees was read in summary by Attorney Braun. Motion to table until further discussion was made by Ms. Spoor; seconded by Mr. Shields. Motion carried.

V. First Reading; Ordinance No. 4, 2024 amending the city's personnel policies regarding sick leave was read in summary by Attorney Braun. Motion to discuss made by Ms. Spoor; seconded by Ms. Froelich. Mayor Zembrodt stated that Chief Stanley is in the process of hiring an officer. In a small department, it can be difficult to cover shifts if someone calls in sick. The maximum number of sick hours one can accumulate is 360. Once an officer reaches the maximum, they can sell 80 hours of sick time and receive 40 hours of pay. Ms. Spoor asked how this would impact the budget. Mayor Zembrodt stated that, as of now, only two officers are eligible. She added that she believes this will help offset overtime expenses when someone has to cover another officer's shift.

VI. First Reading; Ordinance No. 5, 2024 establishing subsection (H) regarding the order of business and conduct of meetings was read in summary by Attorney Braun. After much discussion, Mr. O'Hara motioned to table the Ordinance; seconded by Mr. Shields. Roll call: all ayes

VIII. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley' report contained the following:

Reports: 7

Citations:

- 1 Warrant Arrest
- 18 Traffic citations (3 Federal Grant Citations)
- 1 Criminal Arrest

City Citations: 0

Additional:

535 calls for service less; 85 traffic stops, 223 Vacation/Special Area Checks, 23 Special Detail we had a total of 104 police related calls.

Traffic study on South Arlington: Not Available

Call Review:

- 1 report on Elberta Circle
- 0 activity on St. Joseph Lane
- 6 traffic citations on Dixie Highway

Mr. Shields thanked Chief Stanley and Chief Rigney for coming to his home regarding his mother.

B. Fire Department – Chief John S. Rigney

- A total of 26 calls for service were received during the month of March. The incidents are broken down by type on the Activity report.
- Crews participated in a Career Fair hosted by Covington Catholic H.S.
- PHFD members attended specialized training in Fit Testing for SCBA facepieces.
- NKWD and PHFD will be conducting annual spring flushing of hydrants.

C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
- The tulips are blooming and looking great, so it has to be springtime in Park Hills. Besides that, I saw Eaton Asphalt paving over off of Kyle's Lane this morning so it's paving season as well. Big construction project season.
- The citywide cleanup is planned for Saturday, April 20th from 9 – 12. As always, looking for some volunteers, thanks.
- The parade committee is having our meetings to plan for the big event, so please plan to show ALL of our volunteers the appreciation they deserve; thank you very much! One little note, thanks to staff at the Devou Golf & Event Center for allowing us to have our meetings there. In fact, last Thursday they were ready to leave early because of the lousy weather but stuck around for us to have our meeting. So please support them whenever possible.
- One last thing, I am going to be working on sidewalk improvements: the Mayor's list! Mr. VonHandorf stated that he would also like to have sick time buy back.

D. City Engineer – Jay Bayer

Projects in Preliminary Phase:

Dixie Highway Lighting and Sidewalk Project:

The City of Park Hills would like to study the costs of improving a portion of Dixie Highway from North Arlington Road to Grays Peak. The project envisions the addition of sidewalk, lighting and curbs along the Northwest side of Dixie Highway. Bayer Becker has reached out to the Kentucky Transportation Cabinet to discuss the feasibility of the project and will be providing a proposal to assist the city with the project.

Private Projects in the City

Gateway Development (aka Park Pointe)

The city has a bond in place until the punchlist work is completed. With the long delay in completing this task, a new inspection and punchlist is suggested before the bond is released. A plat is to be prepared by the developer to dedicate the proposed right of way along Amsterdam.

E. Finance Department – Julie Alig

Motion to approve the financial reports was made by Ms. Spoor; seconded by Ms. Froelich. Roll call: all ayes

IX. Committee Discussions

A. Infrastructure – Joe Shields

Joe Shields read his statement: The Infrastructure Committee unanimously approved the Mayor's decision to expend funds for a temporary fix of Amsterdam Road from Sleepy Hollow to Hillcrest in advance of the deep fix of Amsterdam Road paid for by the recently awarded state grant provided this fix does not negatively impact the grant. The committee believes this fix is warranted given not only the poor state of this section, but the resulting safety issues of drivers on Amsterdam attempting to avoid the problems on this section of Amsterdam.

Ms. Spoor stated the Parks Committee will meet tomorrow at noon at the city building.

C. Economic Development and Business – Sarah Froelich

Ms. Froelich stated that the committee was working on the parcel analysis and are waiting to hear back from Josh Wice on its progress before their next meeting on the 23rd. The committee has a proposal to have a town hall to discuss the Dixie Highway corridor on June 11th. There is space available at the Garden's for \$200. She asked if the city would be open to having a town hall to discuss the Dixie corridor and do some brainstorming. The committee has a whole plan for this, and she is happy to share with anyone interested in reading it. Ms. Spoor wants to make a point of not misrepresenting anything to residents. There will be no decisions made at that time. She does not want people to come in like they did for the Amsterdam Valley town hall and leave with the thought that this is going to happen. This is just a possibility. Ms. Froelich believes that is a valid point and asked the Mayor if the city would be willing to fund the \$200. Mayor Zembrodt approved the expense.

X. Old Business

Ms. Froelich asked about the timeline for the interim fix and deep fix of Amsterdam Road. Mayor Zembrodt stated that she received an email from OKI and KYTC. They have applied for the first draw to do the design, after that comes engineering. They expect it to be completely finished by December 2026.

Ms. Froelich would also like to be updated on the Park Pointe gate and Szechuan Gardens. She then presented a photo album to Chief Stanley which contained old pictures of the Park Hills PD.

XI. New Business – none

9:09 Motion to adjourn the Business Meeting was made by Dr. Daugherty; seconded by Mr. O'Hara.

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Mayor, Kathy Zembrodt

ATTEST:

City Clerk