

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, MAY 13, 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, JOE SHIELDS, AND STEVE ELKINS ALSO PRESENT: CITY ATTORNEY, DANIEL BRAUN

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the April 8, 2024, meeting minutes, with changes, was made by Ms. Spoor; seconded by Ms. Froelich. Roll call: all ayes Mr. Elkins abstained from the vote as he was absent from that meeting.

Motion to approve the April 22, 2024, meeting minutes, with changes, was made by Ms. Froelich; seconded by Mr. Elkins. Roll call: all ayes

Before the meeting began, Mayor Zembrodt read the following:

Statement to address a petitioner from Caucus meeting.

First the 1500 property was talked about in meetings from Jan 23 to May 23 and after. The original discussion started when I asked about using the 1500 property for a meeting place, but council voted to put the Police in that building as their need was greater at the time. So, votes were taken to purchase the building after review of costs, appraisal, and estimates of what needed to be done. There was an Executive session for council to discuss the property acquisition as well.

The money spent on the purchase and the renovation of some areas, such as a handicap bathroom and evidence room needed. The budget held the funds to do the needed items. When moving into the next fiscal budget year, money was budgeted as well for the building repairs. The HVAC was in good working order when purchased and was checked out by Schneller. The system started failing in late summer and 3 estimates were received and council voted to replace the HVAC.

Budgeted items were figured into and voted on for the monies spent on the building throughout the process.

Minutes and financial reports are available on our website to review.

AS of the Lawsuits, there is one that council was e mailed on, that the city won the first filed suit but it had been appealed right away. Email sent to all of council on 3/12/24 at 3:59 pm forwarding info from Mr. Braun to let all know.

The BOA decision for the church was upheld in court but overturned in appellate court. The city hasn't been involved in that suit for some time now. The response that Mr. Braun gave to the court was not a Brief, but a letter addressing the comments for the BOA. This was because the city, BOA, and members were named in the suit, therefore was addressed. Attorney is supposed to defend the city.

As for Personnel issues or changes brought up, there are things that the mayor deals with and is handled in executive session when needed along with property acquisition or lawsuits.

Business Meeting Minutes

May 13, 2024

Page 2

As for the ordinance for sick leave buyout. This would be for all employees. It has been reviewed in the budgeting process to see if it is good for the city. It does save the city money ultimately.

I WANT TO EXPRESS WHAT I HAVE LEARNED OVER MY COUNCIL AND MAYOR YEARS SERVING THE CITY. IT IS AS AN ELECTED OFFICIAL YOU ARE TO USE TAXPAYER MONEY PROPERLY, TO KEEP THE BUDGET IN THE BLACK OR GREEN AS SOME SAY, TO KEEP INFRASTRUCTURE IN GOOD ORDER AND THE CITY SAFE. I AM A RULE FOLLOWER AND HAVE UPHELD MY DUTIES TO DO THESE 3 THINGS. THAT IS REALLY IMPORTANT TO ME AS MAYOR.

ANY CONCERNS IN THE CITY, PLEASE CALL TO TALK OR EMAIL ME. I LIKE PEOPLE AND WANT TO DO THE BEST I CAN TO HELP THEM UNDERSTAND THINGS GOING ON. AND JULIE KEEPS THE WEBSITE UP TO DATE FOR INFORMATION.

PLEASE GO TO OUR WEBSITE TO REVIEW MINUTES OR BUDGETS AND FINANCIALS OVER THE YEARS. YOU CAN SEE HOW WE HAVE GROWN OVER THE ALMOST 14 YRS OF SERVICE.

Presenter:

A. Ms. Katie Jo Kirkpatrick was present at the meeting to discuss the Hazard Mitigation Plan. She stated that the plan is re-done every four years and that she has been working on this new plan for the last two years. The plan was submitted to the state for a recommendation from FEMA. She said there are very specific changes to the plan and a breakdown of everything was given. They want to be prepared and proactive for any emergencies that may arise. They are going to each local community to ask for its adoption. She will come back to report any big changes that may come about.

Petitioners:

A. Deacon Schwarber, a resident of Park Hills who holds the rank of Life in the St. Agnes chapter (31) of the Scouts of America, approached council for permission to build a pollen bed in the area adjacent to Trolley Park near the community garden. The bed would be 4'x 8' and would be filled with many native, pollinating plants. Ms. Spoor welcomed the project and made a motion to approve; seconded by Mr. O'Hara. Roll call: all ayes

B. Ms. Gretchen Stephenson approached Council to talk about the city's sick leave Ordinance and asked Mr. Braun some questions regarding a lawsuit.

C. Mr. David Costas approached Council to state his disapproval with the proposed Tree Ordinance he believed Ms. Spoor sponsored. Ms. Spoor responded by saying Mr. Costas had slandered her while petitioning. The Ordinance was originally brought before Council by the Tree Board. The Ordinance has been stricken from the agenda.

I. Motion to approve a block party on Rose Circle to take place June 8, 2024, was made by Dr. Daugherty; seconded by Ms. Froelich. Roll call: all ayes

Mr. Aaron Schwarber then asked to approach Council to discuss the sidewalk problems, speeding, and lack of stop sign use on Audubon Road. He also asked about the access gate going in at Park Pointe. Mayor Zembrodts stated that she has talked to the developer and Covington's mayor. She plans to have the developer, Mr. Zeltwanger, at the next meeting to answer questions regarding the gate.

II. First Reading; Ordinance No. 1, 2024 reducing the annual Road Tax was read in summary by Attorney Braun. Mr. Braun asked to put the Ordinance back on for first reading due to some changes that have been made since it was last read. He read the wording that will be put on the ballot should Council approve. Ms. Froelich stated that she would still like Mr. Bayer's information regarding the state of the city's road. Motion to send the Ordinance to the county clerk to put on the fall ballot was made by Ms. Spoor; seconded by Dr. Daugherty. Roll call: Mr. O'Hara; aye, Ms. Froelich; nay, Dr. Daugherty; aye, Ms. Spoor; aye, Mr. Shields; aye, Mr. Elkins; aye Motion carried.

III. Second Reading; Ordinance No. 2, 2024 establishing the location of the meetings was read in summary by Attorney Braun. Motion to approve made by Ms. Froelich; seconded by Mr. Elkins. Ms. Froelich had some concerns about some of the wording of the Ordinance she went over with Council. Roll call: all ayes  
Mr. Braun will make the recommended changes to the finished Ordinance.

IV. First Reading Ordinance No. 3, 2024 regarding protection and preservation of Landmark Trees was tabled indefinitely.

V. Second Reading; Ordinance No. 4, 2024 amending the city's personnel policies regarding sick leave was read in summary by Attorney Braun. Motion to approve was made by Mr. Shields; seconded by Mr. Elkins. Chief Stanley explained that if someone calls out sick, it is more costly to have someone receive overtime pay to cover that shift. Roll call: all ayes

VI. First Reading; Ordinance No. 6, 2024 amending the 2023-2024 budget was read in summary by Attorney Braun.

VII. First Reading; Ordinance No. 7, 2024; proposed 2024-2025 budget was read in summary by Attorney Braun.

VIII. Municipal Order No. 6, 2024, adopting the Northern KY Regional Hazardous Mitigation Plan was read in summary by Attorney Braun. Motion to approve Order was made by Mr. Shields; seconded by Ms. Froelich. Roll call: all ayes

IX. Municipal Order No. 7, 2024, authorizing the Mayor to execute an agreement between the city and the Commonwealth of KY Transportation Cabinet concerning the Amsterdam road project was read in summary by Attorney Braun. Motion to approve Order was made by Dr. Daugherty; seconded by Ms. Spoor.

Mayor Zembrodt explained that the city's portion going towards the match is \$76K. She added that she is receiving help with the agreement from the County Engineer as well as the KYTC.

Roll call: all ayes

#### X. Department Reports

##### A. Police Department – Chief Cody Stanley

Chief Stanley' report contained the following:

Reports: 7

Citations:

- 2 Warrant Arrests
- 12 Traffic citations
- 0 Criminal Arrest

City Citations: 0

Additional:

425 calls for service less; 64 traffic stops, 132 Vacation/Special Area Checks, 17 Special Detail we had a total of 132 police related calls.

Traffic study on South Arlington: Not Available

Call Review:

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

Chief Stanely stated he will begin reporting on the department's coverage for other cities. Dr. Daugherty is pleased to see drivers getting pulled over for running stop signs.

##### B. Fire Department – Chief John S. Rigney

- A total of 28 calls for service were received during the month of April. The incidents are broken down by type on the Activity report.
- Crews drilled on standpipe hose procedures and high rise operations.
- PHFD and Ft. Wright squad participated in a "Heart Safe School" drill at Notre Dame Academy.
- Spring hydrant flushing has been completed.
- PHFD reminds everyone to BE AWARE of gas lines during landscaping or planting.

##### C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
- A lot has been going on in the last month here in Park Hills. Paving work on Park/Golfview and a dab on Audubon, another little job on Emerson (puddle removal) and, of course, the big patch work on Amsterdam by QCB who did a good, quick job. Thanks to them.
- Also, paving work on Rose Circle, Lawton, and Mt. Allen Lane by Riegler who also did a good, quick job despite the weather, which happened to have been the wettest April on record and we are way ahead in May.

- And for those who are anxious for the Old State to Park Pointe barrier removal and pavement upgrade, it's just around the corner, very soon, and the sidewalk is complete on our side.
- And now for the parade update. It's only 14 days away and this year's Grand Marshall is Covington Catholic High School as they start celebrating 100 years and 70 of which has been in Park Hills. I have to give a huge Thank You to Council member Ms. Spoor and Missy Catchen for all for their hard work cleaning up Trolley Park as well as other city properties and planting all of the flowers.
- Sorry, one more tidbit, I put the traffic counter up on Park/Golfview and, believe it or not, Thursday, May 2nd, 1,584 vehicles crossed that line. The next highest was 1,160. Mayor Zembrodt went over the future street repairs. Ms. Froelich asked for a clear process for notifying residents about upcoming projects. She feels some of the people did not feel adequately informed. She would like to see upcoming projects posted on our FB page as well as the city's website and be consistent.

D. City Engineer – Jay Bayer

Mr. Bayer was absent from the meeting. Report read by Mayor Zembrodt.

**City Infrastructure Projects**

Park Hills Pavement Evaluation Report

The City of Park Hills has contracted with Bayer Becker to update the Park Hills Pavement Evaluation Report. Pavement Condition Index (PCI) ratings were provided by the city for the current pavement conditions. Bayer Becker will update the report with the data for each street, weighted overall score and percentage of each PCI range.

**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. Froelich; seconded by Mr. Shields. Roll call: all eyes

XI. Committee Discussions

A. Infrastructure – Joe Shields

Joe Shields stated that the committee will meet on Thursday to discuss Bayer Becker's report and put together a general report that shows the streets' history. When they were done and what was done. This information will be available to the committee, Council and can also be placed on the city's website. He and Mr. Elkins will meet tomorrow to discuss the Brent Spence Bridge. He addressed Mr. Schwarber's concerns and stated that the committee will also discuss traffic humps on Audubon and Lawton Roads.

Business Meeting Minutes

May 13, 2024

Page 6

Ms. Froelich asked about the Brent Spence meeting. Mr. Shields replied that they will meet with Stacy, KYTC, to express the city's concerns about traffic, find out about timeline, grants, etc.

Ms. Froelich heard that an iron gate of some sort at the front of the bridge will be installed as a welcoming sign. She would like to have Park Hills represented on the sign. The Mayor has been discussing this with Ft. Wright and Covington's Mayor.

B. Financial Oversight – Pam Spoor

Ms. Spoor stated that the committee approved the minutes from last months' meeting and discussed putting the road tax reduction up for a vote.

C. Parks & Beautification – Pam Spoor

Their new member, Jim Pfaller, joined them in the meeting. The committee went over parade preps and care of public spaces and the Audubon Preserve.

D. Economic Development and Business – Sarah Froelich

The committee will be holding a Plan Park Hills Town Hall on June 11<sup>th</sup> to discuss the Dixie Highway business corridor. There will be no promises made as this is just a brainstorming session. They will get out a pre-meeting survey out soon. Josh Wice with PDS stated that the parcel analysis is almost complete.

XII. Old Business – None

XIII. New Business

Dr. Daugherty stated that he would like to research data bases of the Reach Alert and the Civic Association's email list to find a more standard way of reaching residents. Mayor Zembrodt said years ago, a survey was sent out asking residents for their email contact. Maybe, she said, we could try that again.

Mayor Zembrodt stated that a Caucus meeting will be posted when scheduled.

9:02 Motion to enter into executive session was made by Ms. Spoor; seconded by Ms. Froelich. No action will be taken during the session, so the meeting is adjourned.

---

Mayor, Kathy Zembrodt

ATTEST:

---

City Clerk