

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, SEPTEMBER 9, 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 ABSENT: CITY ATTORNEY, DANIEL BRAUN AND CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve the August 12, 2024, meeting minutes was made by Ms. Spoor; seconded by Mr. Shields. Roll call: all ayes

Mr. Aaron Currin introduced himself to the Mayor and Council. He is running for House District 65.

I. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley’ report contained the following:

Reports: 9

Citations:

- 3 Warrant Arrests
- 9 Traffic citations (1 DUI)
- 0 Criminal Arrests

City Citations: 1

Additional:

405 calls for service less; 21 traffic stops, 153 Vacation/Special Area Checks, 9 Special Detail we had a total of 222 police related calls.

Calls for assistance from other police departments:

Ludlow	29
Ft. Wright	10
Covington	2
Villa Hills	1

Call Review:

- 1 report on Elberta Circle
- 3 report & 3 citations on St. Joseph Lane
- 2 reports and 3 traffic citations on Dixie Highway

Dr. Daugherty would like to see speeding and stop sign running enforced more aggressively. Chief Stanley suggested making Amsterdam Road one-way and adding speed humps. Ms. Spoor mentioned the upcoming deep fix project for Amsterdam and the road closure that will result from it.

Dr. Daugherty asked if they could receive the number of times other police departments assist us. Chief Stanley stated he would contact Dispatch to see if he is able to get that information.

Discussion once again turned to speeding and ways to help control it. Chief Stanley will discuss his overtime budget with the Mayor to have extra officers on the streets.

B. Fire Department – Chief John S. Rigney

- A total of 34 calls for service were received during the month of August. The incidents are broken down by type on the Activity report.
- PHFD hosted the monthly Kenton County Fire Chief's meeting at the County Building.
- Crews assisted Ludlow FD with a structure fire on Adela Ave.
- Fall hydrant flushing has begun and will be completed within the next week.

Ms. Spoor asked how the multi-family inspections were going. Chief Rigney stated that both the multi-family and business inspections are going very well this year. There were very few violations, and it has been one of the best years yet.

C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
- The contractor (QCB) is making great progress with the much-needed curb and gutter on Cleveland between upper and lower Jackson on the left side going up. Joel and his crew are doing a fine job and are a pleasure to work with.
- My little toy, the traffic counter, is giving some very interesting information. I have it set up on Amsterdam and Short Arlington now. The most there has been 3,009 on September 3rd. The average is 2,000, give or take.
- Just a few more days and fall will be here. I am planning to do the leaf pick up again this year for our residents. I think we should raise the rate \$5.00. As we all know, everything else has gone up and just a little reminder, we are providing a much-needed service as we are very proud of our tree city of 14 years, I believe.

Ms. Spoor asked if the leaves could be used in the Audubon Preserve. Mr. VonHandorf replied that there is no room down there to operate. He takes them to his property. The cost for pick up this year will be \$53 for one pick up and \$95 for the season (2 or more).

D. City Engineer – Jay Bayer

Mr. Bayer was not present at the meeting, Mayor Zembrodt read his report.

Gateway Development (aka Park Pointe)

The Emergency Access Drive from Old State Road has been partially constructed. The drive is to be maintained by the HOA. The easement may need to be revised to reflect the final pavement location. The city has asked for this confirmation

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.

Dr. Daugherty asked if the Park Hills police, fire and public works have access to the Park Pointe gate off Old State Road. Chief Rigney stated that it is a combination type lock and that he does not have the combination. Chief Stanley also stated that he does not have the combination. Mayor Zembrodt stated that she will contact them to make sure they get it as soon as possible.

Ms. Froelich stated that at the last financial oversight meeting they talked with Gary Huff about the gates off Amsterdam and he was concerned about them being the right type. She did not test the width but looked and saw that there are the correct key mechanisms for future use for Park Hills and Covington. She suggested confirming whether additional keying is necessary for back-up cities like Ludlow and Ft. Wright. Chief Rigney stated that the trucks have room to get through the gates.

Ms. Froelich was also concerned about the material left near the woods behind the Old State Road gate at Park Pointe and asked if it could be cleaned up. Mayor Zembrodt stated that she will contact them to have it cleaned up.

Ms. Spoor asked if Park Hills will share the gate's combination with its backup departments. Chief Stanley stated that they would. Ms. Froelich feels it is also important for all the backup departments to have access to the Amsterdam gates, not just Park Hills and Covington.

- E. Finance Department – Julie Alig
  - 1. Financial reports – August 2024
    - A. Trial Balance
    - B. Statement of Revenues
    - C. Statement of Expenditures

Motion to approve the June financial statements was made by Ms. Spoor; seconded by Ms. Froelich.

Ms. Froelich asked about the net income being -113.36% and if this would be negatively looked at by the auditor. Mayor Zembrodt stated that she spoke with the auditor, and he said you don't really need to show that on the financial reports. It simply shows where you are at the beginning of the year and how it fluctuates.

Ms. Froelich also inquired about some of the expenses being over budget. One being the St. Elizabeth Employee Assistance Program. Mayor Zembrodt stated that they increased their price, and we were not made aware. Ms. Froelich asked about the camera maintenance line being over. Mayor Zembrodt stated that she believes the city is expecting reimbursement of some of this expense. Chief Stanley stated that the price of the cameras was increased. Ms. Froelich stated that it seems this line is always underbudgeted. Ms. Spoor would like to see this line better identified. Ms. Alig stated that she would amend the line description to say: PD Body Camera Maintenance/Purchase.

Roll call: all ayes

II. Committee Discussions

A. Parks, Recreation & Beautification – Pam Spoor

Ms. Spoor stated that the committee met last week and discussed the following:

- Charlene and Angel Santos presented a plan for reconfiguration of the community garden which the committee will bring to Council.
- The need for regular maintenance on the Trolley Line and pass throughs, with Lawton Road and the stairs being first on the list.
- Bring a plan to Council to re-do the landscaping in front of the stone walls for the city's upcoming centennial. The stone walls on Park Road were the first thing built in the city.

Ms. Froelich heard from Mr. Conway that the city is working on more entrance signage. She wonders if this should be part of a committee discussion. She believes city entrance signs are a collective project and while she appreciates Mr. Conway's efforts, she wants to be clear on the plans and what we are building. Mayor Zembrodt stated that she would have Mr. Conway come and speak at an upcoming meeting and perhaps add the sign discussion under the Economic Development committee. Ms. Spoor reminded everyone that Mr. Conway had the sign on Dixie Highway restored at his own expense.

B. Infrastructure – Joe Shields

Mr. Shields will have the infrastructure committee schedule published.

Ms. Froelich brought up the swale in front of the sidewalk on Hamilton Road. Mr. Shields can add it to the agenda when discussing the Arlington Road connecting sidewalk. Mr. Elkins stated that the swale was always there but now a sidewalk was added. Mr. Shields said they may not be able to do anything about the swale but will discuss it when planning the other sidewalk.

Ms. Froelich also asked about the Dixie Highway swale where the bus stop was moved. Mayor Zembrodt stated that she has contacted both the KYTC and TANK.

Ms. Froelich asked Mr. Shields if he was having regular conversations with Stacey at KYTC regarding the Brent Spence Bridge project. Mr. Shields replied that any news or updates will go directly to the Mayor. Mayor Zembrodt stated that she will follow up with Stacey.

Ms. Spoor also would like to see the swale going down Sleepy Hollow addressed.

C. Economic Development & Business – Sarah Froelich

Ms. Froelich stated that the committee met on August 27<sup>th</sup>. There were two presenters. Josh Wice, PDS, gave a presentation on the Parcel Analysis. He is still finishing up and once it is complete, she will share more but said he gave a good preliminary presentation showing some of his findings. One notable finding was that the new liquor store property value is now over \$1 million, the highest in the city for a business. It shows that we are affordable to buy into but that could change moving forward.

The other presentation was a rehearsal from Mike Conway on road diets. She is hoping to have more on that before the end of this calendar year.

The committee will meet again on the fourth Tuesday of the month at 6:00 p.m.

III. Old Business - None

IV. New Business

Ms. Spoor stated that Park Hills resident, Monica Namyar, won first prize at the Behringer Crawford Museum Fresh Art event. The painting contained 16 hidden animals that can be found in Park Hills. Mayor Zembrodt stated it was also featured on Channel 19.

Ms. Froelich asked if a new event permit was ever drafted and, if not, it can be brought to the Economic Development & Business committee for discussion.

8:15 Motion to adjourn Business Meeting was made by Mr. Elkins; seconded by Dr. Daugherty.

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Mayor, Kathy Zembrodt

ATTEST:

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City Clerk