

THE PARK HILLS CITY COUNCIL HELD A BUSINESS MEETING ON MONDAY, JANUARY 13, 2025, AT 7:00 P.M. AT THE PARK HILLS CITY BUILDING, 1106 AMSTERDAM ROAD, WITH MAYOR KATHY ZEMBRODT PRESIDING. COUNCILMEMBERS PRESENT: GREG CLAYPOLE, EMILY SAYERS, SARAH FROELICH, PAM SPOOR, LAURA CARDOSI AND STEVE ELKINS
ABSENT: CITY ATTORNEY, DAN BRAUN & CITY ENGINEER, JAY BAYER

Call to Order

Pledge of Allegiance

Roll Call

Motion to approve December 9, 2024, meeting minutes, with changes, was made by Ms. Froelich; seconded by Mr. Claypole. Roll call: all ayes
Ms. Sayers and Ms. Cardosi abstained as they were not yet in office for that meeting.

Mayor Zembrodt welcomed the new council members and went over her state of the city report which contained the following:

- She stated that the city's PD is fully staffed after the loss of Captain Webster and then new hires. I thank them for a good job in keeping us safe.
- The city has permission to move forward with the bus stop improvement and has already discussed it with Jay Bayer.
- Our budget is in excellent standing with healthy income and conservative expenses and a good reserve. They are available online to review. Our auditor will be reporting at the February business meeting.
- Meeting with the state and county on the Amsterdam Road project on Tuesday to keep the project moving forward.
- The caucus meeting in February will be for Z21 presentation from Andy with PDS so council can be in the know to decide on it in the near future.
- Met with the Creighton fund and we should get approximately \$45K this year from the fund, which provides training, equipment and other fire department needs.
- We received a small sidewalk grant for \$3K if we match \$3K to fix numerous issues on the Lawton sidewalk.

Presenter:

Mr. Chris Korba, NKADD, was present at the meeting to address the Mayor and Council regarding their services. He passed out handouts to look over. Mr. Korba stated they like to visit communities every 2 years to meet new mayors and/or council members. He went over the NKADD's background and information regarding its appointed officials. With their \$36 million budget, some of their services include:

- Workforce investment board
- Aging and Disability programs
- Housing programs, especially with the bridge construction
- FEMA, review disaster plans
- Funding for local governments
- Small business lending

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- Work programs and others.

Contact information for these programs are in the handout. Ms. Spoor inquired about the criteria of senior centers as Park Hills does not have one nearby. Mr. Korba stated that there is usually one center per county. He added that she should contact Ms. Anne Wildman for more information. He told her to contact Ms. Katie Jo Kirkpatrick for information on park grants.

I. Second Reading; Ordinance No. 11, 2024; changes to the Personnel Policy was read in summary by Mayor Zembrodt. Motion to adopt the Ordinance was made by Mr. Elkins; seconded by Ms. Spoor. After discussion, it was decided to amend the Ordinance. Mr. Elkins withdrew his motion as did Ms. Spoor. Ms. Spoor made a motion to amend Ordinance No. 11, Section 3, subsection E to read as follows:

Reimbursement for meals shall be \$50.00 per diem. Seconded by Ms. Cardosi. Roll call: all ayes

II. Second Reading; Ordinance No. 13, 2024 amending the schedule of regular council meetings was read in summary by Mayor Zembrodt. Motion to adopt Ordinance was made by Ms. Spoor; seconded by Ms. Froelich. Roll call: all ayes

III. Municipal Order No. 1, 2025 declaring police vehicle surplus was read in summary by Mayor Zembrodt. Motion to approve Order was made by Mr. Elkins; seconded by Ms. Spoor. Roll call: all ayes

IV. Municipal Order No. 2, 2025 appointing PDS representative, Mr. Elkins, and alternate representative, Ms. Cardosi, was read in summary by Mayor Zembrodt. Motion to approve Order was made by Ms. Froelich; seconded by Mr. Claypole. Roll call: all ayes

V. Executive Order No. 1, 2025 appointing council standing committees was read in summary by Mayor Zembrodt.

VI. Department Reports

A. Police Department – Chief Cody Stanley

Chief Stanley stated that he will not be including the traffic citations with his report as it is too lengthy.

The snow emergency parking situation was discussed.

Chief Stanley stated that the surplus vehicles were put up for auction and that the department just finished up with its accreditation. KLC will be doing their visit on the 28th. The department is hoping to get grants for tourniquets as well as AEDs. Ms. Cardosi asked how many of the police vehicles have AEDs. The Chief replied two but would like to have one for each vehicle. Ms. Froelich asked if an AED could be installed in Trolley Park. Mayor Zembrodt stated that she would look into it.

Chief Stanley' report contained the following:

Reports: 8 (5 accidents, 1 domestic, 1 misdemeanor theft, 1 property damage, 0 felonies)

Citations: 18

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

City Citations: 3 (all for expired Kentucky registration)

Additional:

640 calls for service less; 96 traffic stops, 332 Vacation/Special Area Checks, 9 Special Detail we had a total of 203 police related calls.

No reports of Christmas package thefts. Passed the KACP Accreditation Recertification.

Call Review:

- 1 Elberta Circle; 1 report
- St. Joseph Lane; 2 reports & 1 traffic citation
- Dixie Highway; 2 reports, 5 traffic citations, 1 misdemeanor arrest

B. Fire Department – Chief John S. Rigney

- A total of 28 calls for service were received during the month of December. The incidents are broken down by type on the Activity report.
- FD crews have winterized all fire hydrants in the city.
- Both engines completed the annual NFPA Ladder service testing.
- PHFD reminds everyone to check and test their Carbon Monoxide detector.

C. Public Works – Dan VonHandorf

- Greetings Mayor Zembrodt and Council and thanks for another month.
- Mother Nature gave us a real challenge. Over 9” of snow at one time?! But we handled it as best we could. A big thank you to Matt Deye, Greg Claypole, Chuck Grabow for plowing and Ashton and Caleb Adams for digging out with shovels and the little tractor.
- Enough of that, let’s talk spring. City wide cleanup and the parade sounds good to me. Haha
- Back to reality though. A big thank you to the residents who got their vehicles off the street. That really helps out. Just a little bit of info though, all of that extra snow usually has to be shoveled by hand.

D. City Engineer – Jay Bayer was not present. His report contained the following:

Bus stop pad at Dixie and Arlington:

The Mayor has had a discussion with KYTC on possible improvements to the pedestrian access and pad for the bus stop at the intersection of Dixie and Arlington. The Mayor is to provide additional detail for the requested plan.

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.

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

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

Mayor Zembrodt read the Joint Health Insurance Board report given to her by Mr. Darin. There are 12 cities including Park Hills. The average increase over the last 9 years has been 6%. Costs for this year are down 11%. The Board just renewed with St. Elizabeth for 3 years.

VI. Committee Discussions – None

Mr. Gray stated that the Szechuan Gardens received a 3rd citation for \$400.


VII. Old Business – None

VIII. New Business

Mayor Zembrodt said Ms. Froelich’s traffic sign Ordinance and the Event Permit will be discussed at the January caucus meeting.

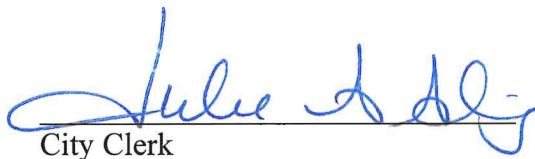
Z21 will be discussed at the February caucus and the budget in March.

8:17 Motion to adjourn Business Meeting was made by Mr. Elkins.



Mayor, Kathy Zembrodt

ATTEST:



City Clerk