

**CITY OF CRESTVIEW HILLS, KENTUCKY  
CITY COUNCIL MEETING AGENDA  
THURSDAY FEBURARY 11<sup>th</sup>, 2016  
7:30 PM**

- I. CALL TO ORDER** – Mayor Paul W. Meier called the meeting to order with the Pledge of Allegiance and silent prayer.
- II. ROLL CALL** – Roll was called and a quorum was established.
- |                           |                             |
|---------------------------|-----------------------------|
| 1. Ms. Gronotte - present | 4. Mr. Sommerkamp - present |
| 2. Mr. Kramer - present   | 5. Mr. Roesel - absent      |
| 3. Mr. Dorsey - present   | 6. Mr. Adair - present      |
- III. APPROVAL OF AGENDA** – Mr. Kramer made a motion to approve; Mr. Sommerkamp seconded the motion. Motion was carried with all ayes, no opposing votes.
- IV. APPROVAL OF THE MINUTES** – Council was asked to approve the minutes of the Council meeting of Tuesday, January 12<sup>th</sup>, 2016, observing additions or corrections. Mr. Kramer made a change to the minutes. Item #6 pertaining to the SD1 lawsuit, Mr. Kramer asked Mr. Gatlin if Crestview Hills would benefit from the ruling if the cities won and the City of Crestview Hills was not a party in the suit. Also, Mayor Meier asked staff to research the status of the sewer lines in 1994. Mr. Sommerkamp made a motion to approve as amended. Mr. Kramer seconded the motion. Motion was carried with all ayes, no opposing votes.
- V. CITIZENS & GUESTS**
- VI. MAYOR’S REPORT** – Mayor Meier reported the Kenton County Governance Committee scheduled for Monday, February 15<sup>th</sup> has been cancelled. The next meeting will be March 21<sup>st</sup> at 6:00pm. Also, the Kenton County Mayors Group will meet on Saturday, February 20<sup>th</sup> at 9:00am at the Covington City Building.
- VII. CITY ADMINISTRATOR’S REPORT** – Mayor Meier reported City Administrator, Tim Williams is out of town in Frankfort. Mr. Sommerkamp commented on the Business Manager’s Luncheon held at Colombia Sussex in January. Mr. Sommerkamp stated the luncheon was well attended by businesses located in the Crestview Hills Office Park.
- VIII. OLD BUSINESS**
- IX. NEW BUSINESS**
1. **Resolution 2016-01-01** – A Resolution of the City of Crestview Hills Council supporting the proposed vacant property registration ordinance for Kenton County and authorizing the Mayor to communicate the City’s support to the Kenton County Fiscal Court.
- Mayor Meier gave a brief summary of this resolution to Council. The Kenton County Planning and Development Council recently encouraged cities to support a vacant property registration through a countywide ordinance. The proposed regulations would require that any owner of a vacant property register with PDS. This would ensure the local jurisdiction and Code Enforcement Officers would have up to date information on vacant properties, many held by banking institutions due to foreclosures. Mr. Sommerkamp made a motion to approve. Mr. Dorsey seconded the motion. Motion carried with all ayes, no opposing votes.
2. **Resolution 2016-02-02** – A Resolution of the City of Crestview Hills Council authorizing the Mayor to execute necessary documents to join a legal action with the cities of Erlanger, Fort Mitchell, Fort Wright, Park Hills, Crescent Springs, Silver Grove, and Cold Spring, to request a

court decision on the applicability of repairs to sanitary sewer laterals within the public right of way and pay legal fees not to exceed \$1,500 as a party to the suit. This authorization encompasses the initial phase of the lawsuit, including filings, discovery, and oral arguments. Any appeals beyond the initial court action would require further action by the Crestview Hills City Council.

Mayor Meier provided the Council with a brief overview of this resolution. He stated last month both Mayor Hermes from Erlanger and City Attorney Jack Gatlin presented the case to Council. They are seeking legal action to settle the issue of sewer lateral maintenance within the right of way. Mr. Sommerkamp reported the City's Public Works Committee discussed this issue at the January meeting. The Committee members voted unanimously to recommend the City Council vote to join with other NKY cities in pursuing this legal action. Mr. Sommerkamp made a motion to approve. Mr. Adair seconded the motion. Motion was carried with all ayes, no opposing votes.

3. Council approval of an agreement with Von Lehman CPA's & Advisors to provide accounting assistance to the City during an employee leave period. Mayor Meier reported Mrs. Kramer would be out on maternity sometime in April. Staff met with Von Lehman CPA to provide interim financial services for the City while Mrs. Kramer is out. Mrs. Kramer reported that both her and the City Administrator had interviewed two staff accountants from Von Lehman. Torie Ruberg was the accountant selected. Ms. Ruberg would assist with AP/AR, payroll processing and preparing the financials during the twelve-week period. Mr. Sommerkamp made a motion to approve as amended. Mr. Adair seconded the motion. Motion was carried with all ayes, no opposing votes.

## **X. COMMITTEE REPORTS**

- A. Public Works – Mr. Sommerkamp noted the right of Way acquisition for the Thomas More Parkway lane extension/widening project was completed in January. The deed transfers have been recorded as of February 1<sup>st</sup>. The final bid documents have been sent to KYTC for review. We are hopeful KYTC can complete the review in a timely fashion so the City can meet our bidding timeline goal.

Also, the Duke Energy contractor is continuing its work to install the new four-inch natural gas line along Lookout Farm Drive for the Crown Point subdivision. As of this report, the line along Lookout Farm had been completed and the contractor was beginning restoration work to the sidewalks and grassy areas. Once the work by Duke has been completed, Cincinnati Bell will begin installing a new fiber optic cable on the other side of Lookout Farm drive.

The City recently received a letter from the Sanitation District detailing their understanding of a possible agreement with Crestview Hills and Edgewood for the construction and maintenance of stormwater detention facilities on Horsebranch Creek in both cities. SD#1 seems confident that the engineering work will be completed by May and the cities can complete construction of the stormwater facilities during the current calendar year.

Finally, Mr. Sommerkamp reported the installation of the new signature monument sign on Turkeyfoot Road and Thomas More Parkway, the City is exploring restoration of the planted materials around the sign, within the City's easement area. The City Attorney verified that the City could install planted materials in this area as part of the sign maintenance agreement.

- B. Finance – Mrs. Kramer noted Mr. Roesel was out of town and would review the bank reconciliation when he returns from vacation.
- C. Police Authority- Mr. Dorsey reported he was selected as Chairman of the Police Authority Board. He also reported Chief Schutte presented to the faculty and staff at Thomas More College on Active Shooter Response. The last surplus vehicle was recently put in the online auction. Mr. Kramer congratulated Mr. Dorsey for being selected as Chairman. Chief Schutte presented to Council the 2015 Annual Report for the Police Authority. This included trainings the officers had attended in

2015, criminal investigations and an overview of the Police Department. Chief Schutte explained their focus of being involved with the community and businesses in the city.

- D. Safety Committee – Mr. Dorsey reported the committee discussed Lookout Farm Drive being made into two lanes. The committee voted unanimously to approve the lane stripping. This was brought up due to a car accident and the potential increase of traffic due to the new subdivision Crown Point. The Safety committee would be bringing this issue before Council. Mr. Dorsey also reported that Dr. Cohen is on the Safety Committee for Lookout Farm Home Owners Association. Dr. Cohen has asked Mr. Dorsey to meet and discuss some safety initiatives for the Home Owners Association.
- E. Fire/EMS – Fire Chief Amon from the Edgewood Fire Department reported 9 fire runs and 39 EMS runs. Chief Amon invited the community to Edgewood’s Fish Fry every Friday during Lent with the exception of February 26<sup>th</sup>. Chief Gary Auffart from Ft. Mitchell reported Jim Hils was promoted to Assistant Fire Chief. He also reported of the recent mulch fire in the new Crown Pointe Subdivision. Chief Auffart worked with Tim Burks the builder to get a track hoe in the area and knock down the pile. There was no concern of the fire spreading, just smoke. Mr. Kramer asked why the fire response times were a minute quicker to get from Ft. Mitchell to Crestview Hills and the EMS runs were a minute longer from Ft. Mitchell to Crestview Hills. Chief Auffart explained this is an issue all cities in the area are having. It is a reporting issue with the EMS billing/third party software. The third party recently upgraded their software and they are working through this issue.
- F. Development & Zoning – nothing to report.
- G. CHEER & Recycling – nothing to report.
- H. Recreation – Mr. Adair reported the Easter Bunny would be at the City Building Saturday, March 19<sup>th</sup> from 11:30am to 1:00pm.
- I. Personnel & Public Relations – Mayor Meier reported the Public Works Specialist, Mr. Smith is currently on light duty. The City is working with Lakeside Park Public Works while Mr. Smith is out. Also we are working with our current contractors for sidewalk snow removal around the City Building and the cleaning service the Police Department utilizes for cleaning.
- J. Telecommunications Board – nothing to report
- K. Communications – The Winter Newsletter went out in January.

**XI. ADJOURNMENT**

Mr. Adair made a motion to adjourn; Mr. Kramer seconded the motion. Motion was passed with all ayes, no opposing votes. Meeting adjourned at 8:05 pm.

APPROVED:

\_\_\_\_\_  
Paul W. Meier, Mayor

ATTEST:

\_\_\_\_\_  
Kara K. Kramer, Acting City Clerk