

CITY OF CRESTVIEW HILLS, KENTUCKY
CITY COUNCIL MEETING MINUTES
THURSDAY APRIL 14th, 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** – The roll was called and a quorum was established.
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| (1) Mrs. Gronotte – present | (4) Mr. Sommerkamp - present |
| (2) Mr. Kramer - present | (5) Mr. Roesel - present |
| (3) Mr. Dorsey - absent | (6) Mr. Adair - present |
- III. APPROVAL OF AGENDA** – Mr. Kramer made a motion to approve; Mr. Roesel 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 Thursday, March 10th, 2016, observing additions or corrections. Mr. Sommerkamp made a motion to approve; Mr. Kramer seconded the motion. Motion was carried with all ayes, no opposing votes.
- V. CITIZENS & GUESTS** – Dr. Alan Cohen, resident of 309 Springside, noted the Citizen’s Police Academy was outstanding and complimented Chief Schutte and the Police Authority. He also stated that 35 people attended the meeting to discuss the nature trail for Lookout Farms, 77% were in favor. There were major concerns from condo owners who live close to the stream as to whether people walking by will be looking in their windows and it is being reviewed. The concept of the nature trail is to run along Dry Creek and it will be 1.3 miles following alongside a deer trail. Kenton County Conservatory will help put in wild flowers to help pollinators and milkweed to help butterflies. Additionally KCC will look at the lakes in Lookout Farms for significant erosion and how to combat the erosion. Mayor Meier noted it’s across from the lakes and between Shinkle Road and Dry Creek.
- VI. MAYOR’S REPORT** – Mayor Meier reported the Kenton County Mayors Group meeting is this Saturday, April 16th at 9:00 AM at the Edgewood Senior Center. Kenton County Governance Committee is cancelled for Monday but is planning on meeting on Monday, May 16th at 6:00 PM. MGLNK will be meeting on Thursday, April 21st at 6:00 PM at the Northern Kentucky Area Development District office. There will be a celebration of the 2016 NCAA Division III Thomas More Women’s Basketball Team on Thursday, April 21st at 5:00 PM in the Conner Convocation Center. Mayor Meier congratulated the Thomas More Saints. The team will be attending the next council meeting in May. Planning & Development Services Council Meeting will be on Thursday, April 28th at 5:45 PM.
- VII. CITY ADMINISTRATOR’S REPORT** – Mr. Williams referred Council to his report in the monthly packet but wanted to point out it was discussed last month the trend for cellular companies to put in ‘mini cell’ towers into communities to meet high load demands. The cell towers are already being deployed across the river in Ohio. PDS has been working on regulations on how the towers will look and siting issues. The State Constitution requires a company to have a franchise agreement if it has facilities established in public rights of way. At the Mayors Group meeting last month and the Kenton County City Administrators meeting, it was discussed that the City could join forces with surrounding cities in three counties to develop a master telecommunications ordinance which then

could be utilized in each city, with their individual attorneys, to negotiate with cellular companies, including Cincinnati Bell.

Mr. Williams stated a number of communities are on board with developing the model ordinance. A meeting was held in Fort Mitchell earlier in the week, where Boone, Kenton, and Campbell counties were represented, to discuss the ordinance and the City of Florence is taking lead. Also it was established that potentially the NKADD would be the conduit, since they cover all three counties, and then would contract with whomever develops the ordinance. The cities involved would then pay the NKADD. The PDS Planning Board has already prepared regulations and is planning a hearing in May. The cities involved are asking to hold off on the hearing for a few months in order to establish the telecommunications franchise ordinance. They hope to have the ordinance in place within the next 60-90 days.

VIII. OLD BUSINESS

1. **Ordinance 2016-03-01** – Second reading of an Ordinance of the City of Crestview Hills Council adding Chapter 117 to the City Code of Ordinances to provide for the registration of single family rental property located within the City's corporate limits. Mayor Meier stated the idea of rental registration went to the Economic Development Committee several months ago. The legislation was created by the City Attorney. The first reading of the ordinance was last month. The rental registration applies to the owner of a single family property that leases it out, and he/she will be required to register and pay a \$15.00 fee annually beginning on January 1st, 2017. This information was included on the front page of the spring Newsletter and will be on the next Newsletter. Additionally it will be included in the property tax bills later this year. Mr. Williams stated the City is working with various HOAs (Home Owner Associations) on establishing an updated list of rental property owners and informing their residents about the registration. Mayor Meier clarified the City does have records of property owners on property tax bills, but at times the owners are listed as banks, trusts, or residents who live in other states. Mr. Kramer made a motion to approve; Mr. Roesel seconded the motion. Roll call was made and votes were as follows:

Mrs. Gronotte - aye

Mr. Roesel - aye

Mr. Kramer - aye

Mr. Adair - aye

Mr. Sommerkamp - aye

Ordinance 2016-03-01 was approved with all ayes, no opposing votes.

IX. NEW BUSINESS

1. **Resolution 2016-04-01** – A Resolution of the City of Crestview Hills Council authorizing the Mayor to enter into an agreement with JPS Construction, Inc. for the reconstruction of Varsity and Sorority Courts within the College Park subdivision. Mayor Meier stated we received four bids for this project. JPS was the lowest bid at \$167,020.30. Staff recommended the lowest bidder. Mr. Kramer made a motion to approve. Mrs. Gronotte asked if JPS Construction, Inc. has completed previous work in the College Park Subdivision and which streets they worked on. Mr. Williams stated they worked on College Park, University Circle North & South, and Campus Drive South. Mr. Williams added there was a specific issue with a 6" drain pipe getting damaged and Mr. Berling is working with JPS to correct the issue. Mr. Kramer withdrew his motion and deferred to the chair of Public Works. Mr. Sommerkamp moved for passage. Mr. Roesel seconded the motion. Motion carried with all ayes, no opposing votes.

X. COMMITTEE REPORTS

- A. Public Works – Mr. Sommerkamp reported the City is working with Jim Berling, City Engineer, to bid the reconstruction of Fraternity Court. When that project is completed, the reconstruction of all streets located within the College Park subdivision will be completed. Mayor Meier asked if we could look at the cost of adding the reconstruction of College Park that has not yet been completed, based on unit price, to the JPS Construction, Inc. bid. The top portion of College Park next to Turkeyfoot Road, a state owned right of way, was not completed previously during the State’s re-paving of the road.. Additionally he asked Mr. Berling to include traffic signal sensors in the cost for the bid of reconstruction of Fraternity Court.

Mr. Sommerkamp additionally reported the Shinkle Road sidewalk relocation project would begin sometime in April. At the conclusion of the project, the City will install the new four-way stop at the intersection with Springside drive.

Mr. Sommerkamp indicated the City of Edgewood has notified us that the design work for the last Turkeyfoot Road median island is nearing completion. Crestview Hills has been asked to pay for the portion of the project within the City’s boundaries. The median that bridges the City of Lakeside Park and Crestview Hills, north of the bridge on Turkeyfoot Road, was completed last year and the City contributed 50% construction and ongoing maintenance. Mr. Roesel asked if Duke Energy has right of way on a portion of the project. Williams stated the City of Edgewood is taking the lead on design.

Mr. Sommerkamp noted the City received two quotes, from Bzak and Cru Cutters, for landscaping the area around the new wayfinding monument signs on Turkeyfoot Road & Thomas More Parkway. Mr. Williams pointed out that illumination for the signs would be a separate project from the landscaping. The City is in the process of receiving quotes from three different companies for the lighting. Once the lighting project is completed, the landscaping company awarded the bid from the City will then proceed with their work.

Mr. Sommerkamp concluded by remarking the City staff worked with the landscape contractor recently to determine a cost for removing some of the Honeysuckle bushes along Turkeyfoot Road. This is a very difficult area to maintain due to growth over and into the pedestrian sidewalk and requires continual maintenance during the growing season. The City reached a satisfactory price for cutting back the first section between Town Center Boulevard and Fraternity Court, but the Kentucky Transportation Cabinet would not grant an encroachment permit until the State completed a new right of way clearing procedure as result of a legal settlement elsewhere in Kentucky.

- B. Finance – Mr. Roesel reported payroll collections through March are \$78,000 ahead of last year and expenses are well within budget for the year. He reviewed the bank reconciliation for month of March and everything was in order. The City conducted an audit on five of the business tax returns, and the City will continue to work on these audits. The Finance Committee also discussed the allocation of expenses for the Lakeside Park – Crestview Hills Police Authority, and agreed to continue the current allocation formula for one more year. For FY 2016-2017 the Cities will continue using the same formula. The Police Authority agreed to an \$11 per square foot payment of rent, using a tiered increase starting at \$3 per sq. ft. next year and then increasing to \$11 over a four-year period. Additionally the Police Authority will pay for their utilities and upkeep of offices. The Finance Committee will meet directly after the conclusion of the Council meeting to discuss the upcoming budget for FY 2016-2017.
- C. Police Authority – Mr. Kramer reported the Board met on March 21st, 2016 and business was routine. He noted the budget for the police authority would be made available to the cities within

a few days. Mr. Roesel highlighted the Chairperson of the Police Authority will be the co-signer of the expense checks written by the police authority.

D. Safety Committee – No report.

E. Fire/EMS – Assistant Chief Dickman reported that Edgewood Fire is in the process of its recruitment drive and taking applications up until May 4th, 2016.

Chief Auffart reported business as usual for the Fort Mitchell Fire Department.

F. Development & Zoning – No report.

G. CHEER& Recycling – Mrs. Gronotte reported that the Committee would meet in the next few months.

H. Recreation – Mr. Adair reported the City held its annual Easter Bunny event on March 19th. He stated there was a small turnout due to poor weather, but encourages continuing the event.

I. Personnel & Public Relations – No report.

J. Telecommunications Board – No report.

K. Communications – Mayor Meier reported the spring Newsletter was mailed earlier this week. He also noted the City will hold its annual Business Appreciation Luncheon in May for employees of the Office Park. The event will be held from 11:30am until 1:30pm in the Cincinnati Children's Hospital parking lot.

XI. ADJOURNMENT

Mr. Sommerkamp made a motion to adjourn; Mr. Kramer seconded the motion. Motion was carried with all ayes, no opposing votes. Meeting adjourned at 8:04 pm.

APPROVED:

Paul W. Meier, Mayor

ATTEST:

Jaime Mahoney, City Clerk