

CITY OF CRESTVIEW HILLS, KENTUCKY
SPECIAL CALLED COUNCIL MEETING MINUTES
TUESDAY June 7th, 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 – absent | (4) Mr. Sommerkamp - present |
| (2) Mr. Kramer – present | (5) Mr. Roesel - present |
| (3) Mr. Dorsey – present | (6) Mr. Adair - present |
- III. APPROVAL OF AGENDA** – Mr. Sommerkamp made a motion to approve the agenda; Mr. Dorsey 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, May 12th, 2016, observing additions or corrections. Mr. Roesel made a motion to approve; Mr. Kramer seconded the motion. Motion was carried with all ayes, no opposing votes.
- V. CITIZENS & GUESTS**
1. Mayor Meier introduced Eric Pollitt, the City’s Summer Intern. Mr. Pollitt is a graduate student at the University of Kentucky and candidate for a Masters in Public Administration.
 2. Public Hearing on Mayor’s Proposed 2016-2017 Fiscal Year budget. No public comments were presented.
- VI. MAYOR’S REPORT** – Mayor Meier reported the Planning and Development Services Council Meeting will be Thursday, June 16th at 5:45 pm. The next Kenton County Mayors Group meeting is Saturday, June 18th at 9:00 am at the Crescent Springs City Building. Finally the Kenton County Governance Committee will meet Monday, June 20th at 6:00 pm in the Crestview Hills City Building.
- VII. CITY ADMINISTRATOR’S REPORT** – Mr. Williams reported he has been working with Mrs. Gronotte on developing a College Park Ad Hoc Committee to discuss the reinvestment options of the houses located in the College Park subdivision. The Ad Hoc Committee hopes to have a report to the Economic Development Committee by the end of 2016. Various cities from Kenton County and two from Campbell County are still working towards a master telecommunications franchise agreement for regulations on the ‘mini’ cell towers. The cities have agreed to share the cost of the agreement. The attorney for TBNK, Bill Gullet, has offered to create the master franchise agreement, which should be completed between July and August of this year. Mr. Williams concluded by stating he has been working with the temporary Finance Officer on updating the private street discount on property taxes, which was established five years ago. Within the agreement for the discount, it states the discount will be updated every five years relative the maintenance cost of the Home Owners Associations on their private streets. The tax rebate was originally set at \$0.025 per \$100.00 of assessed value. The new rate will be proposed prior to the establishment of the property tax rate for the coming year.
- VIII. OLD BUSINESS**
1. **Ordinance 2016-05-01** – Second reading of an Ordinance of the Crestview Hills City Council approving and adopting annual budgetary appropriations for the 2016-2017 Fiscal Year as required by KRS 91A.030. Mr. Roesel summarized the changes from the previous proposed budget. The individual changes in Revenues were increases in the following: License & Permits due to the addition of the franchise fee, Charges for Services due to the changes in rent and utilities for the Police Authority, and Intergovernmental due to the Thomas More Parkway expansion overlapping

snow removal services have increased from the City's existing agreement. Mayor Meier added in the past the City has been invoiced for removal of snow along Horsebranch Road when it is a shared responsibility with the City of Edgewood, and the Crestview Hills will work towards correcting that problem. Mr. Williams concluded the agreement contains a cancellation clause if in the future the City were dissatisfied with Kenton County's snow removal services. Mr. Dorsey made a motion to approve; Mr. Kramer seconded the motion. Motion was carried with all ayes, no opposing votes.

3. **Resolution 2016-06-03** – A Resolution of the City of Crestview Hills City Council supporting the Phase I Development Plan submitted by Paul Hemmer Companies for property located adjacent to 2670 Chancellor Drive. Mr. Williams stated that he met with Hemmer Management previously to discuss their need for an increase in parking due to the relocation of GreenSky, LLC. Hemmer proposed using a portion of their undeveloped property, "Chancellor Common C". However, developing a part of that property for parking lot expansion might decrease available land for future development on that parcel resulting in lost payroll taxes. Alternatively City staff suggested using a share of the City's public right of way at the end of Chancellor, currently a cul-de-sac, for the parking lot expansion. Hemmer and the Economic Development Committee decided the latter option was the most suitable and beneficial route.

The cul-de-sac at the end of Chancellor will move westward near Chancellor Commons B. Mr. Williams additionally noted the proposed new cul-de-sac design meets Kenton County Subdivision Regulations and City staff recommends Council and the Economic Development Committee approve the Phase I Development Plan. Mayor Meier added that the City has continually discussed the plan to utilize a part of public right of way with Hemmer for approximately the past five years. Mr. Kramer clarified the Economic Development Committee voted unanimously to approve the Phase I Development Plan and the City would need appropriate legal documentation to vacate the public right of way. Ms. Stewart, City Attorney, stated she spoke with Hemmer's attorney and is awaiting legal description of right of way, such as metes and bounds, before drafting the applicable paperwork. The City Council will need to approve an Ordinance vacating the public right of way. Mayor Meier indicated after Council approval of the Resolution, the Phase I Development Plan would be sent to Kenton County PDS, and finally returned to the City for final approval. The cost for moving the cul-de-sac will be assumed by the Developer.

Mr. Sommerkamp made a motion to approve; Mr. Adair seconded the motion. Mr. Kramer abstained from the vote due to conflict of interest. Motion carried with all ayes, no opposing votes.

X. COMMITTEE REPORTS

- A. Public Works – Mr. Sommerkamp reported the City continues to meet with the Sanitation District and the City of Edgewood on potential stormwater detention facilities for Horsebranck Creek. At the last meeting in May, SD#1's consultant presented an analysis on constructing two stormwater basins, one in Edgewood and one in Crestview Hills (at the intersection of Rhine Valley Lane and Horsebranch Road). The consultant's recommendation concentrated on the smaller upstream basins instead of two larger downstream stormwater areas. A follow-up meeting was scheduled with Edgewood, Crestview Hills, and SD#1 to further discuss the consultant's report and determine action steps. Mr. Sommerkamp added it was decided that Crestview Hills will construct a 28' high Berling-model detention facility downstream and Edgewood would develop a detention basin upstream toward St. Elizabeth. Further noting that the facilities would not deter erosion but slow the stream resulting in less erosion. Mr. Adair asked if the City had obtained all necessary permits to proceed with this project. Mr. Sommerkamp stated the City had acquired all permits except from the Division of Water, which required notice be given to residents.

Mayor Meier explained the Shinkle Road Sidewalk Relocation project continues to experience problems. Duke Energy determined their existing electrical line is too shallow for the sidewalk to be placed over the conduit. The City's options are to move the line, or try to encapsulate the conduit in flowable fill. Although the second option will cost additional money, it was determined that this was the only way to expedite the project and not experience more long delays like the City had with

moving the Duke interconnect box (about 24 months). At this point, the City is unsure as to when the project will be completed, but it will affect the next fiscal year's budget.

Mr. Sommerkamp noted the lighting of the Office Park monument signs has been completed. Four of the five monument signs were lighted, and it is anticipated the area around the Turkeyfoot Road/Thomas More Parkway sign will be landscaped during the second week of June.

Mr. Sommerkamp concluded by stating Paul Michels and Sons completed the crack sealing work, except for Horsebranch Road. The City urged the contractor to finish the work so the City can close the contract. The lane striping on Thomas More Parkway has been completed; the City chose to utilize thermo-plastic paint so the lines will not fade as quickly.

- B. Finance – Mr. Roesel reported the bank accounts were reconciled and everything is in good order.
- C. Police Authority – Mr. Dorsey reported the Police Authority Committee met to discuss the hiring for a vacant position, the budget for FY 16-17, and the addition of the officer in January of 2017. Additionally, they held a special meeting to allocate surplus funds for the FY 2016-2017 and for the addition of a twelfth officer.
- D. Safety Committee – Nothing to report.
- E. Fire/EMS – Chief Dickman reported Edgewood Fire completed hydro-flows, fire hydrants will be painted in June, an additional full-time firefighter/paramedic will be hired, and they have six new volunteers. Chief Auffart reported Fort Mitchell Fire completed hydro-flows, fire hydrants will be painted this summer, and a firefighter will be retiring.
- F. Development & Zoning – Mr. Kramer reported the Committee is discussing the covenants and restrictions for the Crown Point Subdivision and is working with the developer on compliance. Additionally there will be six homes completed for the Home Fest, held this August. Mr. Sommerkamp added that four homes have been sold within the subdivision and the median selling price is \$850,000.
- G. CHEER& Recycling – Mr. Williams reported the City Clerk worked with the Rumpke Representative to obtain the missing information to complete the tonnage and recycling report for the past six years. The Committee was satisfied with the information provided.
- H. Recreation – Mr. Adair reported the first Summer Concert will be Friday, June 17th featuring the Sly Band and the City will install its sign for the front entrance of the Town Center.
- I. Personnel & Public Relations – Mayor Meier reported there will be a meeting in the next two weeks to review staff evaluations.
- J. Telecommunications Board – Mayor Meier reported the merger between Charter Communications, Inc., Time Warner Cable Inc., and Bright House Networks, LLC completed on May 18th, 2016.
- K. Communications – Nothing to report.

XI. ADJOURNMENT – Mr. Dorsey made a motion to adjourn; Mr. Adair seconded the motion. Motion carried all ayes, no opposing votes. Meeting adjourned at 8:16 pm.

APPROVED:

Paul W. Meier, Mayor

ATTEST:

Jaime Mahoney, City Clerk