

**CITY OF CRESTVIEW HILLS, KENTUCKY  
CITY COUNCIL MEETING MINUTES  
THURSDAY MARCH 12<sup>TH</sup>, 2020  
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 – not present |
| (2) Mr. Kramer – present    | (5) Mr. Roesel - present         |
| (3) Mr. Dorsey – present    | (6) Ms. Luebbe - present         |

**III. APPROVAL OF AGENDA** – Mr. Roesel made a motion to approve the agenda; Ms. Gronotte seconded. Motion carried with all ayes and no opposing votes.

**IV. APPROVAL OF THE MINUTES** – Council was requested to approve the minutes of the regular Council meeting of Thursday, February 13<sup>th</sup>, 2020. Mr. Dorsey made a motion to approve the minutes; Ms. Luebbe seconded. Motion carried with all ayes and no opposing votes.

**V. CITIZENS & GUESTS** – Mayor Meier recognized Brock MacKay from Viox & Viox Engineers to discuss plans for a new passive park to be built on Centre View Boulevard in the Office Park. Mr. MacKay presented a project board that showed how the park would be laid out and emphasized that the park was envisioned as an asset to the office park employees with walking trails, picnic tables, and benches. The entrance will have hardscaped facilities and be handicap accessible.

Mayor Meier then recognized Mr. Harry Watson, SVP for Facilities, at St. Elizabeth. The Mayor noted that St. Elizabeth has donated a portion of their property with a long term lease to the City for construction of the park. Mr. Watson then presented a donation to the City of Crestview Hills on behalf of St. Elizabeth for construction of the park for \$15,000. Mr. Watson noted that he and Mr. Williams had talked about this park for several years, and St. Elizabeth is excited to be a part of this new amenity for their staff that work in the office park.

Mayor Meier then recognized Mr. Mike Hemmer, VP of Construction Services, with Hemmer Companies. Mr. Hemmer noted that his company either owns or manages multiple properties in the Office Park, and wholehearted supports the construction of the park. Mr. Hemmer then presented the Mayor with a check for \$10,000 to support construction of the new park. Mr. Hemmer stated that as an avid walker, he thought the walking trails were a great idea.

Finally, Mr. Williams provided additional background on the park and stated that the following companies have now pledged financial support for the new park: Columbia Sussex Corporation, Cincinnati Children’s Hospital, Town Properties, DbSolutions, Quast Real Estate, and Mayor Paul Meier. Mr. Williams stated that the fundraising is going well and he expects to meet, if not succeed the goal.

**VI. MAYOR'S REPORT** – Mayor Meier reported the Mayor's Group would be meeting on Saturday, March 21<sup>st</sup> at 9:00AM at the Independence Senior Center.

**VII. CITY ADMINISTRATOR'S REPORT** – Mr. Williams deferred to his written report and noted that Mr. Kramer and Ms. Gronotte will be discussing some of the items in his report.

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

- 1. Resolution 2020-03-01** – A Resolution of the Crestview Hills City Council supporting House Bill 484 to reorganize the Kentucky Retirement System and urging support of the legislation by our Senate and House Representatives in the General Assembly.

Mayor Meier explained that this Resolution would show the City's support for the legislation championed by the Kentucky League of Cities to create a separate board for the CERS portion of the Retirement System. CERS would still be a component of the Kentucky Retirement System, but make their own decisions on investments and employer contributions. A motion was made by Ms. Luebbe, and seconded by Mr. Roesel to support the Resolution. All members voted in favor of the Resolution.

- 2. Resolution 2020-03-02** – A Resolution of the Crestview Hills City Council authorizing the Mayor to enter into a contract with JPS Construction, Inc. for the reconstruction of a portion of Lookout Farm Drive and Claiborne Court in the Lookout Farm subdivision.

Mayor Meier stated that the City received two bids for this summer's street reconstruction work in Lookout Farm subdivision. The low quote for the project was from JPS construction for \$630,xxx . Mayor Meier noted that the packet contained a recommendation for JPS construction from Steve Berling. Motion to approve the Resolution was made by Mr. Dorsey, seconded by Mr. Kramer. All members voted in favor of the Resolution.

- 3. Resolution 2020-03-03** – A Resolution of the Crestview Hills City Council authorizing the Mayor to enter into a contract with Paul Michels & Sons, Inc. for the resurfacing and selected curb, sidewalk, and catch basin repairs on Chancellor Drive in the Thomas More Office Park.

Mayor Meier stated that the City opened bids on Wednesday for the resurfacing of Chancellor Drive. Four bids were received, with Paul Michels & Sons providing the low bid of \$87,xxx. Mayor Meier that both projects would begin after July 6<sup>th</sup>, 2020 within the next fiscal year. Mr. Roesel inquired about the difference in bid prices for the catch basin repair line item. Mayor Meier stated that the Sanitation District has reviewed the City's plans and decided to do some of the work after the request for bids were issued. However, we are unsure how the low bidder formulated this pricing compared to the other contractors. A motion was made by Ms. Luebbe, seconded by Mr. Dorsey to approve the Resolution to award the contract to Paul Michels & Sons. Motion approved with all members voting in favor of the Resolution.

## **X. COMMITTEE REPORTS**

- A. Public Works – Ms. Luebbe reported that Trisco Systems began work on the City Building exterior earlier in the week and is expected to complete the work within two weeks, depending on weather. The City is still anticipating the Shinkle Road sidewalk replacement work will begin in April or May, and Ms. Luebbe noted that staff is evaluating the City’s parking lots to see if they will need resurfacing within next years’ budget.
- B. Finance – Mr. Roesel noted that the City’s financials look good and we are on schedule to meet budget numbers.
- C. Police Authority – Mr. Dorsey reported the Lakeside Park – Crestview Hills Police Authority Board held its regular monthly meeting on February 24<sup>th</sup>. The Board approved bills for the month, approved the promotion of Captain Degenhardt to Lt. Colonel, updated the Authorities pay plan for the new position, and authorized the hiring of Nick Metzger as the new patrol officer. Mr. Dorsey also reported on other activities within the Department such as a career day program at St. Joseph, an active threat presentation by Chief Schutte at St. Pius School, and the recently completed insurance audit by KLC in which the Authority scored a 94.9%.

Chief Schutte gave an abbreviated presentation to the Council on the Authority’s annual report. Among the highlights are two life-saving awards during the year to officers, crime and accident incidences went down as a result of adding another FT patrol officer, and the community outreach program scheduled for 2020 with the Car Show. Chief Schutte concluded by stating that Crestview Hills and Lakeside Park have the finest police agency in Kentucky due to the amazing men and women that serve both communities.

- D. Safety Committee – Nothing to report. Mr. Dorsey stated he was monitoring the Covid-19 situation before trying to set up another meeting.
- E. Fire/EMS – Mayor Meier noted that both Departments submitted reports that were contained in the Council’s agenda packet.
- F. Development & Zoning – Mr. Kramer reported that the contract with our economic development consultant, RKG Associates, has been signed and the study and analysis are now underway.
- G. CHEER & Recycling – Mrs. Gronotte noted that the City received two bids for waste and recycling collection services. The CHEER Committee will evaluate the bids via email, and provide input to staff for a recommendation to City Council.
- H. Recreation – No report.
- I. Personnel & Public Relations – Mr. Williams updated the City Council on the Administration’s plans for continuity of service to the community during the Covid-19 outbreak. Due to the very small staff, and concerns about everyone potentially being ill

or in quarantine at the same time, beginning March 16<sup>th</sup>, the City staff will rotate days in the office and working from home so that there is no overlap between staff members. The City's maintenance staff person will remain on the same schedule, but will work exclusively out of the maintenance garage. Mr. Williams noted that this plan would remain in place for at least two weeks, but would be reevaluated at that time for continuation. The offices would also be closed to the public starting on the 16<sup>th</sup>.

J. Telecommunications Board – Nothing to report.

K. Communications – No report.

**XI. ADJOURNMENT** – Mr. Kramer made a motion to adjourn; Mr. Dorsey seconded. Motion carried with all ayes and no opposing votes. Meeting adjourned at 7:27 PM.

APPROVED:

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Paul W. Meier, Mayor

RECORDED:

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Tim Williams, City Administrator

ATTEST:

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Sanela Dautovic, City Clerk