

**CITY OF CRESTVIEW HILLS, KENTUCKY  
CITY COUNCIL MEETING MINUTES  
THURSDAY SEPTEMBER 12<sup>th</sup>, 2019  
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 – present    | (6) Ms. Luebbe - present     |
- III. **APPROVAL OF AGENDA** – Mayor Meier stated Item #2 under Old Business would be tabled until the next regularly scheduled Council meeting. Mr. Roesel made a motion to approve the agenda; Mrs. 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, August 8<sup>th</sup>, 2019 and the minutes of the special called Council meeting of Thursday, August 29<sup>th</sup>, 2019. Mr. Sommerkamp made a motion to approve the minutes of the regular Council meeting of Thursday, August 8<sup>th</sup>, 2019; Mrs. Gronotte seconded. Motion carried with all ayes and no opposing votes. Mrs. Gronotte made a motion to approve the minutes of the special called Council meeting of Thursday, August 29<sup>th</sup>, 2019; Mr. Dorsey seconded. Motion carried with all ayes and no opposing votes.
- V. **CITIZENS & GUESTS**
- VI. **MAYOR'S REPORT** – Mayor Meier reported the Kenton County Mayors Group would meet on Saturday, September 21<sup>st</sup> at 9:00 AM at Taylor Mill Pride Park. The Kentucky League of Cities (KLC) Conference would be in Covington starting on September 24<sup>th</sup>. The President of Thomas More University, Joseph Chillo's, inauguration as the 15<sup>th</sup> President of TMU would be Wednesday, September 25<sup>th</sup> at 3:00 PM. He stated to visit the TMU website for additional details of events for the week. Mayor Meier added that starting on October 4<sup>th</sup>, Northern Kentucky would host the Roebling Reserve Festival in Covington and Newport, and Blink would be the following weekend.
- VII. **CITY ADMINISTRATOR'S REPORT** – Mr. Williams reported City maintenance recently completed a cleaning of all the wayfinding signs in the Office Park, which were originally installed in 2015. Additionally, maintenance would be correcting those signs that are askew. The City will be refurbishing the large decorative signposts along Dixie Highway, Turkeyfoot Road and Thomas More Parkway. He noted office park building owners have been adding the building number sign to their properties, completing the final leg of the wayfinding system. Mr. Williams pointed out that businesses have been slow to adopt the wayfinding process, but those that have are reporting satisfaction with their customer's ability to find the offices. Also, he reported the City recently replaced the Automatic External Defibrillator (AED) in the Meier Conference Room with the assistance of Chief Fuller. The initial AED was provided by the Fort Mitchell Fire Department several years ago, and the City was notified that it would no longer be supported by its manufacturer. He added if Council is interested in learning how to use an AED, to please let Staff know and a training session will be arranged with Fort Mitchell Fire. Ms. Luebbe stated she was interested in the training. Mr. Roesel requested Staff encourage offices located within the Office Park to utilize their building number from the wayfinding system when scheduling patients. Mr.

Williams stated he would continue to remind business managers and property owners at this fall's Business Manager's Luncheon.

## VIII. OLD BUSINESS

1. **Ordinance 2019-08-01** – Second reading of an ordinance of the City of Crestview Hills City Council adopting the Real Property Tax Rate for the City of Crestview Hills for tax year 2019 at .168 per one hundred dollars of assessed valuation. Mayor Meier stated the City anticipated an increase in expenses due the increase of costs associated with insurance, fire and police due to the changing retirement system. He noted the rate increased from 0.165 to 0.168. Ms. Luebbe inquired about the twelve percent (12%) per annum charge for delinquent taxes. Mayor Meier stated property owners are penalized at the beginning of each delinquent month at approximately one percent (1%). Mr. Dorsey made a motion to approve; Mr. Roesel seconded. Motion carried with all ayes and no opposing votes.

(1) Mrs. Gronotte – aye

(4) Mr. Sommerkamp - aye

(2) Mr. Kramer – aye

(5) Mr. Roesel - aye

(3) Mr. Dorsey – aye

(6) Ms. Luebbe - aye

2. **Ordinance 2019-08-02** – First reading of an ordinance of the City of Crestview Hills City Council approving revisions to the City's Occupational License Fee ordinance to strengthen enforcement mechanisms for delinquent accounts. Mrs. Stewart explained the Ordinance needed to be tabled due to the Finance Committee asking for the Ordinance to be forwarded to Kenton County to be reviewed, and she stated Kenton County's attorney received the ordinance yesterday. She also stated a portion of the penalty section within the Ordinance needed to reflect a current state statute. Mr. Roesel noted the Finance Committee would meet again to discuss Kenton County's comments prior to the Ordinance returning to Council. Mr. Dorsey made a motion to table the Ordinance until the next regularly scheduled Council meeting; Mrs. Gronotte seconded. Motion carried with all ayes and no opposing votes.

## IX. NEW BUSINESS

1. **Resolution 2019-09-01** – A Resolution of the City of Crestview Hills City Council authorizing the Mayor to enter into an agreement with Wilson Electronic Displays for the installation of an electronic sign board at the Crestview Hills City Building. The agreement includes removal and disposal of the existing sign. Mayor Meier stated the City was accepting Bid Alternate #2 with 96x144 pixels and 12mm DPI. Ms. Luebbe inquired if the specifications stated a specific time limit between each message that runs on the sign. Mayor Meier stated the City's Zoning Code requires an eight-second delay between messages due to safety concerns. Mr. Roesel made a motion to approve; Mr. Sommerkamp seconded. Motion carried with all ayes and no opposing votes.

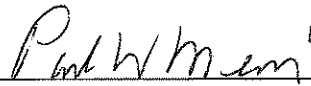
## X. COMMITTEE REPORTS

- A. Public Works – Ms. Luebbe reported Riegler Blacktop completed the Parkway Drive street resurfacing project near the end of August and Staff and the City's Engineer for the project are developing a punch list. She stated work continued on the Lookout Farm Drive, Claiborne Court and Darby Dan Court reconstruction project over the past month and it is progressing well with expected completion around the end of September. Mayor Meier stated two sections of concrete were recently poured in the northern portion of Lookout Farm Drive. Ms. Luebbe reported Gresham Smith Engineers would be surveying areas within the City to collect technical, topographic and geological data for the Turkeyfoot Road project.

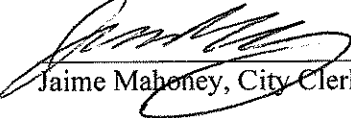
- B. Finance – Mr. Roesel reported last month’s payroll tax collections were \$70,000 less than last year’s reported collections for the same month. Mr. Williams noted the pay roll tax receipts were delivered one month late by Kenton County.
- C. Police Authority – Mr. Dorsey reported the Board held its regular meeting on August 19<sup>th</sup>, awarded the Life Saving Award to Sgt. Goodman and Ptl. Chapman, and paid bills. He stated Rankin, Rankin and Company conducted the audit of the Authority in August with their presentation to the board to be scheduled in September or October. A Family Reunification Center training was held for the Diocese of Covington Schools at Lakeside Christian Church. Finally, he reported Officer Autumn Ruehl has tendered her resignation.
- D. Safety Committee – Mr. Dorsey stated he would work with Mr. Williams to schedule the next Committee meeting.
- E. Fire/EMS – Chief Fuller reported Fort Mitchell Fire/EMS had 18 runs, with 4 in Zone A, last month. The Department received two new volunteer applications and hired three high school interns who have the possibility of receiving dual college credit thru the program. “Heroes Night” will be Tuesday, October 1<sup>st</sup>. Finally, he reported Assistant Chief Jim Hills is retiring on October 31<sup>st</sup> and the Department would be promoting the position from internal candidates.
- Assistant Chief Dickman reported Edgewood Fire/EMS had 8 fire runs and 30 EMS runs within Crestview Hills last month. The Northern Kentucky Water District will be conducting hydrant flows the week of September 23<sup>rd</sup>. The Department is hosting its open house on Sunday, October 6<sup>th</sup> from 11:00 AM until 2:00 PM, and it will be conducting programs throughout schools in October for Fire Prevention Month. He stated the Department is also coordinating its volunteer recruitment campaign and it will be followed by a ten-week orientation for recruits.
- F. Development & Zoning – Mr. Kramer reported there are several promising, possible developments in the pipeline for the City. He stated he is looking forward to CityBird Tenders opening their third location at the Crestview Hills Town Center. He noted the owners of CityBird Tenders also own the restaurants, The Eagle and Bakersfield.
- G. CHEER & Recycling – Nothing to report.
- H. Recreation – Ms. Luebbe had nothing to report.
- Mr. Williams stated he would offer a full report summarizing the 2019 Summer Concert Series to Council next month.
- I. Personnel & Public Relations – Nothing to report.
- J. Telecommunications Board – Nothing to report.
- K. Communications – Mayor Meier stated the next newsletter would be sent out the first week of October no later than Friday, October 4<sup>th</sup>.

**XI. ADJOURNMENT** – Mr. Dorsey made a motion to adjourn; Mr. Sommerkamp seconded. Motion carried with all ayes and no opposing votes. Meeting adjourned at 7:59 PM.

APPROVED:

  
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Paul W. Meier, Mayor

ATTEST:

  
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Jaime Mahoney, City Clerk