

**CITY OF UNION**  
**Regular Business Meeting**  
**MINUTES**  
**January 4, 2016**

**Call to Order**

The meeting was called to order at 7:00 PM on January 4, 2016 by Mayor Larry Solomon.

**Pledge of Allegiance**

Mayor Solomon led all attendees in the pledge to the flag.

**Roll Call**

A quorum was present:

Mayor Larry Solomon

Commissioner Ken Heil

Commissioner John Mefford

Commissioner Bryan Miller (via Skype)

Commissioner Jeremy Ramage

**Also present:**

City Attorney- Greg Voss, Esq.

City Clerk- Kathy Porter

City Administrator- David Martin

City Engineer- Barry Burke, PE PLS

**Approval of Minutes**

Commissioners had reviewed copies of the minutes from the December 2015 Regular Business Meeting prior to the meeting and no changes were requested.

Commissioner Mefford moved to approve the minutes. Commissioner Heil seconded the motion. **Motion carried 4-0.**

**Financial Balance Sheet Summary Report (as of December 31, 2015)**

With no questions arising on the summary balance sheet, Commissioner Heil moved to accept the Financial Balance Sheet Summary Report as presented. Commissioner Ramage seconded. **The motion carried 4 to 0.**

**Bills for Payment**

After the addition of the City Engineer's bill which was not included in the meeting packet mailed to the commissioners, Commissioner Heil made a motion to approve all bills, including the addition. Commissioner Miller seconded. **Motion carried 4-0.**

Mayor Solomon also informed the commissioners that \$40,000 had been moved from the Municipal Aid Road Fund to the general budget to cover a deficit of \$40,000 in the Public Works Committee budget line.

### **Visitors and Guests**

There were no visitors in attendance.

### **Mayor Comments**

Mayor Solomon presented his State of the Union, Kentucky address. He asked the commissioners for any changes and agreed with Commissioner Miller about rewording the information included in the report about the Community Building. The report will be disseminated to the public through the city website and other social media sites.

The Mayor reported that he will be meeting with Judge Moore concerning the Code of Enforcement that the Boone County Fiscal Court would be discussing the next evening. The purpose of the code is to expedite enforcement of violations of the building code and nuisance ordinances. The commissioners had all received a copy of the code and Mayor Solomon encouraged discussion of its content. The general consensus was that the code was very lengthy and may go further than many of the commissioners would be comfortable with in regard to identifying what is and isn't a nuisance. City Attorney Voss reminded the commissioners that the City has not yet completed the process of updating the city's nuisance law but that the code being considered by Boone County would not have an effect on the definition of a nuisance within the City of Union.

### **Committee Reports**

#### **Economic Development Committee**

There was no meeting due to the holidays so there was nothing to report.

#### **Communications Committee**

City Administrator David Martin reported that the full committee met last month and reviewed the new website. Suggestions were made for improving the layout and the goal is to get a link to the commissioners by the end of the month so that they can review the site.

#### **Building Committee**

City Administrator David Martin reported that the efforts to rent out the "kitchen space" of the Old Community Building are underway. An ad placed with the Enquirer and Boone County Recorder for the month of January has already produced a lead so he feels the kitchen area should be rented soon.

The landline phone contract for the Community Building will also expire next month. That contract cancellation will reduce expenditures at the Community Building by about \$800 a year.

#### **Annual Budget/Five Year Fiscal Planning**

The Mayor brought up the fact that the temporary help position in the Clerk's office was nearing budget limitations and that the commissioners may want to think about making that a part-time position.

Commissioner Miller asked if the extra help was necessary five days a week and the Mayor asked that Clerk Porter assess the situation so that the Commissioners could discuss it in February.

#### Planning & Zoning

The next P&Z meeting will take place on January 6 so there will be a report from Matthew Apke in February.

#### Public Works/Engineering

Engineer Burke provided a summary of his report. Three issues involved road repairs and maintenance. First, the street buckling on Whispering Trails was repaired with a more flexible pavement that would not be as vulnerable to temperature extremes. Second, the pavement striping on Farmview Drive was delayed due to rain but will be completed as soon as possible. And third, Sanitation District 1 was notified of the City's plan to repave the streets within the Ivy Pond subdivision this year so the District will have time to conduct repairs and/or raise sanitary and storm sewer manholes. Engineer Burke also informed the Commissioners that SD1 has removed a section of storm sewers on Windsor Way in Gunpowder Green from their jurisdiction. These storm sewers are on private property and have not been taken over by the City of Union so future maintenance will be the responsibility of the individual property owners.

Commissioner Heil reported that he will be contacting the Boone County Public Works about clearing vegetation from the stream banks along the west side of Fowler Creek near the Community Building to prevent possible issues with flooding in the future. Finally, Mayor Solomon said that he will be discussing the possibility of getting the County to help the City and SD1 pay for the Santec study that will determine how many retention ponds are needed in the Whispering Trails area.

#### Ohio Kentucky Indiana Board (OKI)

Nothing to report.

#### Union Cares

Nothing to report.

#### **City Attorney Report**

Attorney Voss reported that everything was going smoothly.

### **City Administrator Report**

City Administrator David Martin reported that he will have a draft of the City's Personnel Policy for the Mayor within the next couple of weeks. Once the Mayor reviews the policy, it will be forwarded to the Commissioners for their review. He also thanked everyone that helped with the Breakfast with Santa as it was a great success. Over 200 children were there to visit Santa and altogether, over 600 people attended. The Firehouse has already committed to hosting the event again for 2016.

### **City Clerk Report**

Nothing to report.

### **Legislation: Ordinances/Resolutions/Municipal Orders** (prepared by Attorney Greg D. Voss)

#### **ORDINANCES**

- **2<sup>nd</sup>** Reading of **ORDINANCE NO. 2015- 21** - AN ORDINANCE RELATING TO THE ADOPTION AND APPROVAL OF A TEXT AMENDMENT OF THE CURRENT BOONE COUNTY ZONING REGULATIONS APPLICABLE TO THE CITY OF UNION, KENTUCKY. Motion to pass was made by Commissioner Ramage. Second provided by Commissioner Mefford. **Motion passed by 4-0 vote.**

### **Announcements**

- The City Building will be closed on Monday, January 18<sup>th</sup> for Martin Luther King, Jr. Day.
- The next regular business meeting will be held on Monday, February 1, 2016.

### **ADJOURNMENT**

Motion to adjourn was made by Commissioner Mefford. Seconded by Bryan Miller. **Motion Carried 4-0.** Meeting adjourned at 7:55 P.M.

Signed this 1st day of February, 2016.

**APPROVED:**

**ATTEST:**

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**Larry Solomon, Mayor**

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**Kathy Porter, City Clerk/Treasurer**