

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

**Call to Order**

The meeting was called to order at 7:01 PM on April 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 (absent)

Commissioner Bryan Miller

Commissioner Jeremy Ramage

**Also present:**

City Attorney- Greg Voss, Esq.

City Clerk- Kathy Porter

City Administrator- David Martin

**Approval of Minutes**

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

**Financial Balance Sheet Summary Report (as of February 29, 2016)**

Commissioner Heil moved to accept the Financial Balance Sheet Summary Report as presented. Commissioner Miller seconded. **Motion carried 4-0.**

**Bills for Payment**

Commissioner Miller questioned why the city receives 5 separate bills from SD1 and 8 separate bills from Duke Energy. Clerk Porter reported that in the past, the city tried to consolidate the bills but the utilities chose to continue the practice of separate bills. Clerk Porter will revisit the situation and ask the utility companies if the bills can be combined to simplify bill paying. With no further discussion, Commissioner Miller made a motion to approve all bills, Commissioner Heil seconded. **Motion carried 4-0.**

**Visitors and Guests**

No visitors rose to speak.

## **Special Issues**

### **Sign Proposal.**

Commissioner Ramage had been talking with CEIS, a marketing firm that provides signage for municipalities at little to no cost. The program highlights he presented were as follows:

- 5' X 10' LED sign.
- City would choose design—stone mounts, fonts, landscaping, etc.
- Would be placed on west side of 42 near the Orleans entrance.
- Time slots are sold to merchants and the city gets 1 free time slot out of 7.
- Would have no cost to the city if city accepted a 15-year contract.

The Commissioners were interested but had additional questions and concerns including the 15-year contract and who would control advertisements. Commissioner Ramage said he would further investigate the company to see what other options are available.

### **Park Proposal.**

Commissioner Ramage presented information about the new park being proposed for the Union Pool area.

- Park would be built in conjunction with the Boone County Parks Department
- Would include small shelter, walking trails, dog park, and playground
- Anticipated to build interest in the west side of Route 42
- A down payment of \$128,000 from the city necessary for the county to move forward

Reaction from the commissioners was generally positive but some concerns were raised. Commissioner Miller would like to find out if the residents really want the park, possibly through using the levy process on the November ballot. Commissioner Heil said he would like to see the park happen but not with a tax increase. Mayor Solomon liked the idea of getting reaction from the residents before proceeding. No action was taken and further study will be done.

### **Monthly Closings.**

Each month, Commissioners receive the Financial Balance Sheet Report prior to the business meeting. To allow time for the accountant to prepare each report, the Mayor directed that the books be "closed" on the 25<sup>th</sup> as opposed to the last day of the month. All financial reports will now begin on the 26<sup>th</sup> of the month and end on the 25<sup>th</sup> of the month. This will not change how the bills are paid; it will only change when the payments are reported to the commission. All the Commissioners agreed, so starting the next meeting (May 2) the monthly books will close April 25, and reports provided to the Commissioners will reflect this closing date.

## **Committee Reports**

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

Auditor Maddox, Commissioner Miller, Mayor Solomon, Administrator Martin, and Clerk Porter will be meeting May 3 at 10 AM to begin next year's budget planning process.

### Communications Committee

Administrator Martin reported that training on the new website with NKU has been scheduled for later this month and that the next meeting will be a combined meeting of the Communications Committee and the Economic Development Committee. The goal will be to create a shared communications strategy between committees.

### Planning & Zoning

City P&Z Representative Matt Apke reported on two issues:

- A new traffic pattern has been developed for the new school being built at St. Timothy Parish. This traffic pattern was designed so that the additional traffic generated by the new school at St. Timothy's will have the least amount of impact possible on the current traffic situation generated by the arrival of staff and students at Ryle High School and Gray Middle School.
- Ground breaking for the new Kroger Marketplace will take place in early May...date to be determined.

### Economic Development Committee

Commissioner Ramage reported that he will begin meeting with the Home Owners Associations on a quarterly basis. The committee will also seek out corporate sponsorships to help pay for the new park.

### Community Building

Administrator Martin reported that the city is now generating \$2,000/month in rental payments from the old firehouse/community building. He said that that amount just about covers the entire mortgage payment for the building. Commissioner Heil stated that he would like to see more of the weeds and debris that are in the rear of the building removed. The goal is to make it more open and visible with intent of keeping any unauthorized people off the property. Administrator Martin said he would contact A&A, the city's landscaping contractor to get the work done. Commissioner Heil also mentioned that there is a tree leaning toward the building from the streambed that needs to be removed. Martin said that he has made contact with the Tanners who own the property that the leaning tree is on, and that they plan to get a tree person out there soon to get it taken down.

### Public Works/Engineering

Administrator Martin reported that a budget estimate sheet is being assembled for the Budget Committee and at this time we appear to be under last year's budget.

He also reported that the committee has been satisfied with the work done by our contractor, Perfection, whose contract is running out. Commissioner Miller made a motion to extend the contract with Perfection for 1 year. Commissioner Heil seconded. **Motion carried 4-0.**

### Ohio Kentucky Indiana Board

Commissioner Miller reported that the lawsuit against the development of the new elder care facility, Care Springs, has been dropped so planning and building of the facility will soon begin.

### City Attorney Report

City Attorney Greg Voss reported that eighteen letters have been sent to property owners who are delinquent on their 2015 tax payment. One delinquent tax bill has already been paid as a result.

### City Administrator Report

Administrator Martin reported that despite the bad weather, about 100 people came out for the city's Annual Easter Egg Hunt making it a great success. He thanked:

- Mayor Larry, Judy Solomon and Commissioner Ramage for helping work the event.
- City staff members Kathy Porter and Barb McNeely who helped with all of the preparation and set-up of all of the candy and prizes
- The local Boy Scouts who helped fill all of the eggs with candy,
- Volunteers from Union Presbyterian who came and helped set up and gave out cookies and hot chocolate,
- Mason Ramage, who played the part of the Easter Bunny,
- PNC Bank for their \$250 sponsorship towards the event.

### City Clerk Report

Clerk Porter informed the commission that Mrs. Mary Belle Bristow Noe, Union's centenarian, passed away. Mrs. Noe was recognized by the city last fall on the occasion of her birthday. The entire commission joined Clerk Porter in extending sympathy to Mrs. Noe's family for her passing.

### Legislation: Ordinances/Resolutions/Municipal Orders/Ordinances

No ordinances read.

### Resolutions

**RESOLUTION NO. 2016-1:** A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE CONTRACT BETWEEN THE CITY OF UNION, KENTUCKY AND EVERETTE "JUNION" PARTIN, JR. Commissioner Ramage motioned to approve. Second given by Commissioner Miller. **Motion carried 4-0.**

### Municipal Orders

**MUNICIPAL ORDER 2016-4:** A MUNICIPAL ORDER FOR MADDOX & ASSOCIATES TO PROVIDE A MONTHLY ACCOUNTING TO THE CITY OF UNION, KENTUCKY. Commissioner Miller motioned to approve; seconded by Commissioner Heil. **Motion carried 4-0.**

### Announcements

The next regular business meeting will be held on Monday, May 2, 2016.

### Adjournment

Commissioner Miller motioned to adjourn. Motion was seconded by Commissioner Ramage. **Motion Carried 4-0.** Meeting adjourned at 8:31 P.M.

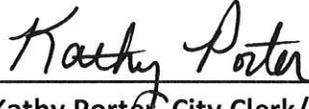
Signed this 2nd day of May, 2016.

APPROVED:



Larry Solomon, Mayor

ATTEST:



Kathy Porter, City Clerk/Treasurer