

CITY OF UNION
Regular Business Meeting
MINUTES
May 2, 2016

Call to Order

The meeting was called to order at 7:01 PM on May 2, 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 Bryan Miller

Commissioner Jeremy Ramage

Commissioner Mefford was ill that evening and left before the meeting started.

Also present:

City Attorney- Greg Voss, Esq.

City Clerk/Treasurer- Kathy Porter

City Administrator- David Martin

City Engineer- Barry Burke, PE PLS

Approval of Minutes

Commissioners had reviewed copies of the minutes from the April 4, 2016, Regular Business Meeting prior to the meeting. After corrections to the attendance roster were made, Commissioner Heil moved to approve the minutes as amended. Commissioner Ramage seconded. **Motion carried 3-0.**

Financial Balance Sheet Summary Report (as of April 26, 2016)

There were no questions raised about the financial balance sheet and Commissioner Miller moved to accept the Financial Balance Sheet Summary Report as presented. Commissioner Heil seconded. **The motion carried 3-0.**

Statement of Receipts, Disbursements, and Cash Balance (February 1, 2016 to April 26, 2016)

Mayor Solomon explained that this is the new financial report the city contracted Paul Maddox to put together each month. Commissioner Miller moved to approve the report. Commissioner Ramage seconded. **Motion carried 4-0.**

Annual Budget/Spend Comparison Report (July 1st, 2015, through April 26th, 2016)

The Annual Budget/Spend Comparison Report will be used by the Budget Committee to create the new budget for the new fiscal year. Commissioner Miller moved to approve the report. Commissioner Ramage seconded. **Motion carried 3-0.**

Bills for Payment (As of May 2, 2016)

Clerk Porter explained to the commissioners that there were fewer bills to pay this month because April was the first month that the financial books were closed on the 26th rather than on the last day of the month. The number of bills to pay will be back to normal in June. Commissioner Heil moved to approve the bills presented for payment. Commissioner Ramage seconded. **Motion carried 3-0.**

Visitors and Guests

Chief Michael Morgan from the Union Fire District was present and spoke to the commission. The Union Fire District is the largest in Boone County covering around 44 square miles. The district has two firehouses and is heavily used, running about 3.5 runs per day. There are currently six people employed at the Union Fire Station and two at the Beaver Fire Station. The current fire class rating of the district is a "2" in areas with hydrants. Areas in the district that do not have fire hydrants are rated "2y".

Mayor Solomon thanked Chief Morgan for cooperating with the city on the Breakfast with Santa Christmas program. Last year's event was a great success and the city looks forward to working with the fire district on this year's event.

Special Issues

- Commissioner Ramage
 - Sign Proposal: Commissioner Ramage presented additional information about the sign proposal he brought forward in April. -The company has agreed to a 10-year commitment which fits within the legal guidelines that the city must operate under. He will be sending the information and updated quotes via email to the other commissioners so that they can compare the costs of the different options available to the city.
- Mayor Solomon
 - Administrator Martin: David Martin, who has served as City Administrator since January of 2015, has accepted a new position with the Kentucky Transportation Cabinet. A job description has been posted to the website and local newspapers and interviews will next week. Several applicants have already submitted resumes.
 - Administrator Martin thanked Mayor Solomon and the city commission for giving him the opportunity to serve the community. He went on to say that Union is a great city with a bright future and looks forward to what lies ahead. He also thanked all of the staff for their hard work and that it has been a pleasure working with them.
 - Street Lights for Affinity of Union: The developer of the Affinity of Union Apartment Complex has asked the city about the installation of street lights within the development. After

discussion, it was decided that the developer would need to install the lights using the Union standard street light and the city would only pay for power and maintenance as it does in other neighborhoods. Commissioner Miller moved to have Commissioner Heil (in Administrator Martin's absence) inform the developer of the decision. Commissioner Ramage seconded.

Motion carried 3-0.

- Street light installation for the Mt. Zion Road improvement project was also discussed. The lights on the new road will be paid for and installed by the state using state funds but the city must have a contractor hired to maintain the lights after installation before the state will proceed. Attorney Voss will write a resolution to be voted on at the June business meeting so the process of hiring a lighting contractor can begin.

Committee Reports

Annual Budget/Five Year Fiscal Planning

The Budget Committee will meet on Wednesday, May 3, to begin the budget planning process.

Communications Committee

The Communications Committee will be holding a joint meeting with the EDC soon. The exact date has yet to be determined but the meeting will likely take place in June.

Planning and Zoning

Matt Apke reported that there was no new business involving Union at the latest Planning and Zoning meeting.

Economic Development Committee

The next meeting will be in June and on May 11th, Kroger representatives will meet with the committee to provide an update on the development of the new store.

Community Building

Rental at the new building is going well and the city is breaking even on the mortgage. The commissioners discussed the possibility of setting aside money for future updates and repairs. Administrator Martin also reported that some of the vegetation is scheduled to be cleared out from the rear of the building.

Public Works/Engineering

Engineer Burke reported on the public works projects he anticipated the city would need to undertake in the New Year. All in all, road surfaces are sound and complete resurfacing is not needed in any of the neighborhoods. He gave a conservative estimate that next year's public works budget should be around \$33,000. Commissioner Miller and Administrator Martin suggested placing \$50,000-\$60,000 in the new budget for public works in order to cover any unanticipated issues. Administrator Martin said that he would work through those details during the May 3rd budget meeting.

After a review of Engineer Burkes Action Items, Commissioner Heil moved to approve the road repair package. Commissioner Miller seconded. **Motion carried 3-0.**

Ohio Kentucky Indiana Board

There was no news to report.

City Attorney Report

Attorney Voss reported that there are only 8 delinquent tax bills left to be paid.

City Administrator Report

Administrator Martin informed the commission that the Union Celebrates America parade and fireworks would take place on July 1st. The city has received a \$1,000 corporate sponsorship from Littlest Angels Learning Center. Administrator Martin is also working with Perfection Landscape & Design on a large Fireworks Sponsorship.

The Annual Union Adopt-A-Unit 5K Soldier Run will take place on Sunday September 25th. Administrator Martin stated that he participated last year and plans to again this year. He also said that it is a worthwhile event for the community to be involved a part of.

City Clerk Report

Clerk Porter reported that she attended the Kentucky Municipal Clerk's Conference.

Legislation: (prepared by Attorney Greg D. Voss)

Ordinances None at this time.

Resolutions None at this time.

Municipal Orders

MUNICIPAL ORDER 2016-05 A MUNICIPAL ORDER FOR THE CITY OF UNION, KENTUCKY TO EXTEND THE CONTRACT TO PERFECTION LANDSCAPING & DESIGN, INC. FOR SNOW REMOVAL SERVICES. **Motion to approve made by Commissioner Heil. Seconded by Commissioner Miller. Motion carried, 4-0.**

Announcements

The next regular business meeting will be held on Monday, June 6, 2016. Judge Moore will be in attendance at that meeting.

Adjournment

Motion to adjourn was made by Commissioner Miller. Seconded by Commissioner Heil. **Motion Carried 4-0.** Meeting adjourned at 8:45 PM

Signed this 6th day of June, 2016.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Kathy Porter, City Clerk/Treasurer