

**CITY OF UNION**  
**Special Business Meeting**  
**MINUTES**  
July 7, 2016

**Call to Order**

The meeting was called to order at 7:00 PM on July 7, 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

**Absent:**

Commissioner Jeremy Ramage

**Also present:**

City Attorney- Greg Voss, Esq.  
City Clerk- Kathy Porter  
City Engineer- Barry Burke

**Approval of Minutes**

**Minutes from June 6, 2016 Public Hearing:**

Commissioner Heil moved to approve the minutes from the June 6 Public Hearing. Commissioner Mefford seconded the motion. **Motion carried 3-0.**

**Minutes from June 6, 2016 Regular Business Meeting:**

Commissioner Miller moved to approve the minutes from the June 6 Regular Business Meeting. Commissioner Heil seconded. **Motion carried 3-0.**

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

Commissioner Mefford moved to accept the Financial Balance Sheet Summary Report as presented. Commissioner Miller seconded. **Motion carried 3-0.**

**Statement of Receipts (July 1, 2015 through June 26, 2016)**

Commissioner Heil moved to accept the Statement of Receipts for the period July 1, 2015 through June 26, 2016. Commissioner Mefford seconded. **Motion carried 3-0.**

## **Annual Budget/Spend Comparison Report (July 1, 2015 through June 26, 2016)**

The Annual Budget/Spend Comparison Report showed a carryover for fiscal year 2017 of \$11,000. This means that during the Fiscal Year 2015-2016, the City of Union operated in the black; the City did not over spend its annual budget. No questions were raised and Commissioner Heil moved to accept the report. Commissioner Miller seconded. **Motion carried 3-0.**

## **Bills for Payment**

A question was raised about the bill for membership in the Northern Kentucky Chamber of Commerce. After a brief discussion, the bill was removed from the list of bills for payment until research into benefits of membership in the Chamber of Commerce could be done. Commissioner Heil made a motion to approve the modified list of bills for payment. Commissioner Miller seconded. **Motion carried 3-0.**

## **Visitors and Guests**

No visitors rose to speak.

## **Mayor Report**

The newly hired City Administrator, Matthew Dowling, began work on June 22 and immediately went to work on the Union Celebrates America program. He quickly became part of the team and has done a great job in his first few weeks of employment.

The Kroger Marketplace groundbreaking was extremely successful and well attended. Other news from Kroger is that Jerry Lux, Union resident and manager of the Union Kroger, will be retiring on July 21, 2016. Kroger wants the City to be part of a ceremony honoring his years of service to the company. Attorney Voss will write a proclamation that can be presented during the ceremony and read into the minutes at the August 2016, City Business Meeting.

The Union Celebrates America Parade and Fireworks Display was a great success. Considering the fact that the City was short-handed in staff during this event and there were scheduled vacations among the short staff, it was amazing for that the event was so successful. Kudos go out to Kathy Porter and Matthew Dowling for all their hard work.

## **Committee Reports**

### **Communications Committee**

Amy Lutes reported that the Communications Committee had its first joint meeting with EDC. The website was reviewed and the two teams discussed ways to work together to keep the community informed of changes happening as the city grows.

### **Planning & Zoning**

No report was given.

### Economic Development Committee

No report was given.

### Annual Budget/Five-Year Fiscal Planning

Commissioner Miller stated that we are in the 1<sup>st</sup> month of the new budget. Everyone agreed that the new reporting format being used is much easier to read and with less budget line items it will be much easier to manage the City Budget for this upcoming year.

### Community Building

No report was given.

### Public Works/Engineering

Engineer Burke reported on the following:

- Michels is ready to go to work on the contracted items and will begin on or about July 15. A few additional sidewalk repairs may be identified and will be covered by the current contract.
- There will be another meeting about the storm water issues at Whispering Trails.
- In regard to the lighting at the new Affinity development, only 3 lights will be public street lights and under the purview of the city. All other lights within the Affinity development will be the sole responsibility of the developer.
- Cincinnati Bell is currently boring under Old Route 42 in order to install Fioptrics fiber. They will also be boring under streets in other locations within the city limits as the Fioptric system build out continues over the coming months.

Mayor Solomon reminded everyone that the City does not respond to or address anonymous complaints. This policy has been in place for a long time and it is still the City's policy not to respond to anonymous complaints.

Clerk Porter reported that a complaint has been made about a resident placing garbage cans at the curb on Sunday afternoon to be picked up on Thursday. This is against the city ordinance and Attorney Voss stated that a letter would be drafted to inform the resident of the infraction.

### Ohio Kentucky Indiana Board

Commissioner Miller gave all meeting attendants two pamphlets that explained a proposed highway called the Northern Kentucky Bypass. The pamphlets were shared at the last OKI meeting and provide cost estimates and benefits of the bypass in contrast to the planned rebuilding of the Brent Spence Bridge.

### City Attorney Report

No report was Given.

### City Administrator Report

No report was given.

**City Clerk Report**

Clerk Porter informed the commission that Ryle High School’s homecoming parade would take place either October 21 or 22, 2016. She gave them permission to use the parking lot of the Community Center (the Old Firehouse) for staging the parade as they have done in years past.

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

**Ordinances**

**2<sup>nd</sup> Reading of ORDINANCE # 2016-04** - AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2016 THROUGH JUNE 30, 2017 BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT FOR THE CITY OF UNION, KENTUCKY. Motion to approve made by Commissioner Heil. Second by Commissioner Miller. **Motion carried 3-0.**

**2<sup>nd</sup> Reading of ORDINANCE # 2016-05** - AN ORDINANCE APPOINTING MATT DOWLING AS THE CITY ADMINISTRATIVE OFFICER FOR THE CITY OF UNION, KENTUCKY AND SETTING COMPENSATION. Motion to approve made by Commissioner Mefford. Second by Commissioner Miller. **Motion carried 3-0.**

**Municipal Orders**

**MUNICIPAL ORDER # 2016-06** - A MUNICIPAL ORDER SETTING A NON-REFUNDABLE FEE FOR BIDDING PACKETS. Commissioner Heil made the motion to approve; seconded by Commissioner Mefford. **Motion carried 3-1**, Commissioner Miller in dissent. Mayor Solomon voted in the affirmative.

**Announcements**

The next regular business meeting will be held on Monday, August 1, 2016.

**Adjournment**

Commissioner Miller motioned to adjourn. Motion was seconded by Commissioner Mefford. **Motion Carried 3-0.** Meeting adjourned at 8:50 P.M.

Signed this 1<sup>st</sup> day of August, 2016.

**APPROVED:**

**ATTEST:**

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**Larry Solomon, Mayor**

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**Kathy Porter, City Clerk/Treasurer**