

**CITY OF UNION
Business Meeting
April 2, 2018**

Regular Business

The meeting was called to order at 7:00 PM on April 2, 2018 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 Bryan Miller, Commissioner Jeremy Ramage, Commissioner John Mefford and Commissioner Eric Dulaney.

Also present:

City Attorney-Greg Voss, Esq.

City Administrator-David Plummer

City Communications and Operations Director-Melissa Stark Hinkle

Approval of Minutes

Commissioner Miller moved to approve the March 5 business meeting. Commissioner Mefford seconded that motion. **Motion approved 4-0.**

Financial Reports

The Commission reviewed the Budget/Spend Comparison report from through March 31, 2018; and also reviewed bills for payment through March 31. Mayor Solomon advised that city staff would begin reviewing line items to adjust spending for those items that have gone over budget by spending less in other areas. Commissioner Miller also noted a transfer of funds that would be moving to another account to provide better return on investment. Commissioner Miller moved to approve the City's monthly financial statement in total. Commissioner Dulaney seconded. **Motion approved 4-0.**

Public Comment

Karen Congdon, of 9813 Burleigh Lane, came forward to complain about speeders on the street and requested a study for speed bumps. She indicated that she had contacted the Boone County Sheriff's Office and Judge Gary Moore for additional assistance in deterring speeding on the street. She did indicate that the sheriff's office did come out and write tickets for a couple of days, but the speeding problem had returned. The matter will be referred to City Engineer Barry Burke for review, and to determine the area where a petition is needed from the citizens for further action or installation of the speed control methods (bump/table/hump) as indicated. Commissioner Ramage asked that the area to be petitioned be more clearly identified by Engineer Burke to provide for efficiency in obtaining the citizen's signatures. City Staff will work with Engineer Burke to review the situation and bring back any review to the commission for action.

Noreene Morgan of 9208 Royal Oak came forward requesting clarification on the proposed Boone County sidewalk and drainage project on Old Union Road near the Fowler's Creek and Orleans subdivision entrances. She spoke with County Engineer Scott Pennington, who indicated the project would not likely move forward until Fiscal Year 2019, and that the plans are still in the drawing stages and have not been presented to the Fiscal Court or to the City for review. She wanted confirmation that the city would provide the shared funding for the project. Mayor Solomon stated that the city will provide funding for such a project based on the square footage of the project that is located in the Union City Limits, and that any decisions on funding or budget are waiting on a full review of the County plans. Commissioner Dulaney indicated that he had also talked with Jeff Earlywine from Boone County who had also indicated that the project was not likely to proceed forward until 2019, and that plans were not yet finalized. Tentative estimates of the project by Engineer Burke, based on a 50-50 split of costs would be about \$75,000 for the City. Solomon reiterated that the City will only pay for those portions located in the City of Union and the remaining costs of the project for those areas in unincorporated Boone County would be borne by the county.

Old Business

Commissioner Mefford reviewed the five flag designs presented in March to the Commission by the Project Based Learning (PBL) class at Gray Middle School. He reminded the commission that a winner was to be selected, and those winners would be invited in the future to collaborate on any future city flag designs. He reviewed each design and each commissioner presented the design they most preferred for consideration. Only one flag was selected by more than one commissioner, so each commissioner was asked to select a second design to narrow the five entries down to two for final consideration.

From this discussion, two flags, one with three stars on a field of triangles, and a flag with red and blue stripes featuring the state outline and a star locating the city were selected as the top two flags for consideration. By a **vote of 3-2**, the flag with three stars on a field of triangles was selected as the winning proposal by the commission. Commissioner Mefford will arrange with the instructors at Gray Middle School to arrange a presentation of certificates recognizing the winning team and the runner-up team at GMS on the Friday before spring break.

New Business

Commissioner Mefford introduced Joe Kalil, representing the POST program for a presentation. Mr. Kalil, a Boone County Constable and Delta Pilot made a brief presentation of the POST (Protecting our Students and Teachers) program, which is designed to train volunteers in the public schools in preventing active shooter threats. He indicated the program has more than six days of training, is entirely voluntary, and is supported by both the Boone County Sheriff and Boone County Fiscal Court. Commissioner Mefford had Attorney Greg Voss read Resolution 2018-02 in support of the program (text included in legislation below).

Commissioner Dulaney moved to approve Resolution 2018-02 to show support by the City of Union for this project. Commissioner Miller seconded. **Motion passed 5-0 with Solomon voting Aye.**

Mayoral Report

Easter Egg Hunt.

Mayor Solomon recognized Christy Everman, Donna Wahoff and Melissa Hinkle for their work in a successful 2018 Easter Egg Hunt, and requested the Commission provide a standing ovation for the hard work done by city staff to make the event a success.

Sprucing Up The Existing City Building.

Solomon reported that phase one of a plan to improve the appearance of the city building was completed. Work included replacing office and meeting room carpeting and tiling the lobby floor. Solomon noted that the existing carpeting had not been replaced since 1992. The work was completed on March 31 by Complete Structural Partners.

The purpose of this initiative is two-fold. First, the city now has a professional of four professionals (CAO, Director of Communications/Operations, Clerk, and Assistant) working there almost every day. The building needs a more professional look to reflect this new professional staff onboard. Second, we need to utilize the small space we have (a building built for a one-clerk operation, as the Mayor refers to said small space) to accommodate a now larger staff. For the June Commission meeting, he and the staff will have a plan to present to the Commission to approve for the second phase of updating the existing City Building.

Economic Development

Most Recent EDC Meeting.

Commissioner Ramage reviewed the most recent EDC meeting. Key issues identified were the upcoming closure of Rice Pike for 90 days which will affect traffic flow significantly in the area, including the Lassing Green Subdivision in Union. He also updated that the old Kroger Store will be repurposed into the Kroger ClickList Store location, and that those plans for renovation had been reviewed and approved by the Boone County Planning Commission.

Union Town Center...RFQ.

Commissioner Ramage updated on the Union Town Center project, and presented a review of the challenges that have been faced in moving the project forward since it was developed in 2000. Some of those challenges have included staffing issues at the city level, economic downturn in 2008, the initial decline of funding for the Mt. Zion Road project in the mid-2000s and environmental/terrain issues for some developable properties. Ramage requested approval of Municipal Order 2018-08 (text included in legislative section) to issue a Request For Qualification (RFQ) to sample the market for interested firms willing to conceptualize the city's vision for the Union Town Center. The RFQ will include identification of developable land, style of development, the city's vision, useful maps, utility contacts and city contacts, along with relevant demographic statistics.

Ramage recommended the RFQ initiative to help guide the city through identifying a potential developer and to provide concrete "actionable" steps to move the development forward. He has a timeline to publish this RFQ in the next few weeks and bring action forward for approval at the June Commission Meeting.

Commissioner Mefford moved to approve Municipal Order 2018-08 to issue an RFQ for this project. Commissioner Ramage seconded. **Motion passed 5-0 with Solomon voting Aye.**

Public Works

National Prescription Drug Take-Back Day.

Commissioner Dulaney advised that the City of Union would again participate in the National Prescription Drug Take-Back Day on April 28. He indicated that the project had been very successful in October when the city last served as a drop-off location. The group will again have a drop off location in the City Building parking lot from 10 a.m. to 2 p.m. on April 28. He invited other commissioners to come and volunteer to assist with the event.

Mt. Zion Road Update.

Commissioner Dulaney provided an update on the Mt. Zion Road project. He met with Robert Franxman, project engineer with the Kentucky Transportation Cabinet to review the progress on the project in March. There will be periodic lane closures on US 42, just to the South of the City Building during non-peak hours as the crews work to complete the new intersection to be located there. Old Union road, between Mt. Zion and Whispering Trails will be closed for part of the summer, and he indicated that he and city staff are working with the Cabinet to nail down a timeline for that closure as to not interfere with Union Celebrates America on June 29.

He also emphasized the 35-mile per hour speed limit in the construction zone. Franxman has indicated that speeding is a great safety concern for workers in the work zone. Mayor Solomon asked any citizens in the gallery to emphasize to their neighbors and friends to please slowdown in the work zones, as accidents have already occurred and being mindful of the construction is key to safety for all.

Capital Improvements.

Commissioner Dulaney updated on the capital improvements plan. Engineer Burke has completed his 2018 Street Inventory, and has identified the streets most in need of work or repair. Commissioner Dulaney and Administrator Plummer went on an inspection of each street and concurred with Engineer Burke's recommendations of the streets which should be included in the 2018 City of Union Street Repair Program, and divided the scope of work into four phases for bidding and completion.

Dulaney clarified that this proposal did include, as a separate item, the potential repairs on Old Union Road near Fowler's Creek to add additional sidewalks and address drainage issues, but that those repairs will most likely need to be budgeted for the 2019 fiscal year, as it is unlikely that project will proceed this summer. The estimated repairs, exclusive of the sidewalk project on Old Union Road, is approximately \$244,000, but is subject to the public bid process, and may come in higher or lower than those initial estimates, but he felt confident that the 2018 program would be under the \$250,000 proposed budget the Public Works Committee has recommended.

Office Administration Report/Communications Report

Annual Easter Egg Hunt.

Director Hinkle updated the commission that the annual city Easter Egg Hunt drew a record crowd of more than 350 people, with 375 tickets reserved through the event website, and more than 177 children registered the day of the hunt for door prizes. She thanked Reverend Lisa Stenner and the Transitions Group of Union Presbyterian Church for their assistance and the volunteers they provided to make the hunt a success. She also recognized the efforts of Christy Everman, Donna Wahoff, Commissioners Dulaney and Ramage and Mayor Solomon in providing support and assistance the day of the event.

Delinquent Taxes Report.

Hinkle presented the commission a four-page report of delinquent taxes owed to the City of Union and highlighted four individual bills which are delinquent by more than \$750.00 or more than three years. The Commission approved the public publication of the list of all delinquent taxes owed to the city and recommended publication in the Boone County Recorder and on the City of Union website. Hinkle will compile the list and have Attorney Voss review prior to publication. Voss will also receive this list and prepare the necessary liens to enforce the delinquent taxes.

After publication, the list will be reviewed again to determine if the commission needs to authorize Attorney Voss to proceed to foreclosure or other legal action to collect the delinquent amounts. Hinkle did note that the report began as a 10-page report in January, and had been significantly reduced by diligent effort by city staff. Commissioner Miller noted that the amount owed to the City had been also reduced by more than half and Mayor Solomon noted that these delinquencies were just a few citizens, and more than 98% of the citizens of Union pay their taxes promptly as required.

City Administrator Report

Banking Changes.

Administrator Plummer reported on the solicitation of proposals to provide banking services to the City of Union. Currently, the city utilizes PNC for banking, but a review by the City Treasurer David Baker revealed a high number of fees to keep the accounts in order, and recommended seeking proposals to eliminate or reduce these costs to the city.

Over the course of January, February and March, staff sought new proposals. The city received proposals from First Financial, Central, Heritage and Huntington Bank. After internal review, it appears that Heritage Bank has presented the most aggressive offer.

Heritage will provide interest bearing checking accounts for each one of our funds at a rate of 50 basis points (bmp) less than the Federal Floating Rate. At the time of the proposal, the federal rate was 1.5%, therefore the city would earn 1% on each checking account balance. As an example, if the General Fund checking account balance is \$1,000,000, then the city would earn \$10,000 in one year. In addition, Heritage is offering to give the city an Earnings Credit of .15%. This earnings credit will be calculated using the total assets across all accounts as one lump sum each month. This earnings credit will practically ensure the monthly fees remain

extremely low. Plummer recommended the adoption of Heritage as the banking service for the City, and has legislation for approval in the legislation section.

City Attorney Report

Attorney Voss had no report.

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

Resolutions.

RESOLUTION NO. 2018-02—A RESOLUTION OF THE CITY OF UNION, KENTUCKY RELATING TO SCHOOL SAFETY. Commissioner Dulaney moved to approve, Miller Seconded. **Motion approved 5-0, with Solomon voting Aye.**

Municipal Orders

MUNICIPAL ORDER 2018-07-ACCEPTING THE PROPOSAL OF HERITAGE BANK TO PROVIDE BUSINESS BANKING SERVICES TO THE CITY OF UNION, KENTUCKY. Commissioner Miller moved to approve, Mefford Seconded. **Motion approved 4-0.**

MUNICIPAL ORDER 2018-08-PROCUREMENT OF INTERESTED PARTIES IN DEVELOPING THE TOWN CENTER CONCEPT FOR THE CITY OF UNION. Commissioner Mefford moved to approve, Ramage Seconded. **Motion approved 5-0, with Solomon voting Aye.**

Ordinances

ORDINANCE NO. 2018-03--AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVING WITH CONDITIONS, A REQUEST OF ANCHOR RETAIL SOLUTIONS, LLC for ARLINGHAUS 1, LLC FOR A ZONING MAP AMENDMENT, SUCH ZONING MAP AMENDMENT TO THE BOONE COUNTY ZONING MAP BEING A ZONE CHANGE FROM RURAL SUBURBAN ESTATES/UNION TOWN OVERLAY (RSE/UTO) ZONE TO COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) FOR AN APPROXIMATE 1.71 ACRE SITE LOCATED ON THE EAST SIDE OF U.S. 42, ON THE SOUTHEAST CORNER OF THE INTERSECTION WITH FOWLERS LANE AND TO THE WEST OF THE PROPERTY AT 9075 U.S. 42 (KROGER FUEL CENTER), UNION, KENTUCKY. Commissioner Mefford moved to approve, Ramage Seconded. **Motion approved 4-0.**

ORDINANCE NO. 2018-04--AN ORDINANCE OF THE CITY OF UNION, KENTUCKY GRANTING THE REQUEST OF KROGER LIMITED PARTNERSHIP, BY AND THROUGH DON BARNETT FOR A CHANGE IN AN APPROVED CONCEPT DEVELOPMENT PLAN IN A COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) ZONE FOR A 7.853 ACRE SITE LOCATED ON THE SOUTH/EAST SIDE OF U.S. 42, AND TO THE IMMEDIATE SOUTH/WEST OF THE BOONE COUNTY PUBLIC LIBRARY, SCHEBEN BRANCH, AT 8899 U.S. 42, UNION, KENTUCKY AND A 4.8589 ACRE SITE LOCATED ON THE EAST SIDE OF U.S. 42 AND TO THE WEST OF THE KROGER MARKETPLACE PROPERTY AT 9001 U.S. 42, UNION, KENTUCKY. First Reading.

Announcements

The May meeting of the Commission will be on Monday, May 7, 2018 at 7 p.m. Mayor Solomon advised that he would be out of town for this meeting, and asked that Commissioner Miller run the May meeting and act as Mayor Pro Tem in his absence. He also noted that this will be the first meeting that he will have missed in over three years of being Mayor!

Adjournment

Motion to adjourn was made by Commissioner Mefford, and seconded by Commissioner Dulaney. **Motion carried 4-0.** Meeting adjourned at 8:28 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Donna Wahoff, City Clerk