

**CITY OF UNION
Special Business Meeting
May 21, 2018**

Regular Business

The meeting was called to order at 7:00 PM on May 21, 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 John Mefford and Commissioner Eric Dulaney.

Also present:

City Attorney-Greg Voss, Esq.

City Engineer-Barry Burke

City Administrator-David Plummer

City Communications and Operations Director-Melissa Stark Hinkle

Approval of Minutes

Commissioner Dulaney moved to approve the April 2 business meeting minutes. Commissioner Mefford seconded that motion. **Motion approved 3-0.**

Financial Reports

The Commission reviewed the Budget/Spend Comparison report from through April 30, 2018; and also reviewed bills for payment through April 30. Commissioner Mefford moved to approve the City's monthly financial statement in total. Commissioner Dulaney seconded. **Motion approved 3-0.**

Public Comment

No members of the public came forward with comment. Mr. Bob Schroeder was in attendance, but did not have an issue to bring forward.

Mayoral Report

State of the Union...Union KY that is...Letter To Residents.

Mayor Solomon reported that his annual State of the Union...Union, KY that is, was published in the most recent *What's Happening in Boone County* newsmagazine. This publication reaches more than 52,000 residents countywide. He noted that he trimmed his usual remarks to a single page, which allowed for the promotion of the Union Celebrates America Event on June 29.

Belated Birthday Wishes.

Solomon also wished Commissioner Eric Dulaney a belated happy birthday. There was to be a celebration of his birthday at the previously scheduled May 7 meeting, but since that meeting had to be cancelled, the commission recognized his birthday at this meeting.

Lack of Kroger Communications.

Solomon also noted that he has had not updates from Kroger on the old store location, despite repeated attempts to contact Lisa Ammons from Kroger for an update. Commissioner Miller asked what updates the Mayor was seeking, and he noted that he wanted information on the status of the old store, the Grandview Tavern restaurant locating in the old liquor store location and any update on the status of the outlots at the new Kroger location.

Story Point Groundbreaking.

Solomon concluded with a reminder that the Groundbreaking Ceremony for the Storypoint Development will be held at 12 noon on June 12th at the construction site to the south of the Kroger Marketplace.

Economic Development

Request For Quotes (RFQ).

In Commissioner Ramage's absence, CAO Plummer gave the update on EDC activities. The RFQ for the Union Town Center has been published and is available on the website. A date to open proposals is set for May 25. Plummer noted that city staff placed targeted ads on both Facebook and Linked In to attempt to create more awareness of the RFQ regionally among developers, architects and other construction/development professionals.

Selling Cars.

Plummer noted that the conditional use permit for Don Jr's Garage had been granted by the Board of Adjustments to allow for the sale of up to 12 cars at that location and that the matter was now concluded.

Public Works

National Prescription Drug Take-Back Day.

Commissioner Dulaney advised that the City of Union was the top location in all of Northern Kentucky, collecting 89.5 pounds of drugs for proper disposal at our event. The next closest location was Fort Thomas, and Union was better by more than 40 pounds than any other location in Boone County. The project will be held again in the fall with Commission approval.

Mt. Zion Road Update.

Commissioner Dulaney provided an update on the Mt. Zion Road project. He met with Anthony Griggs, who is the new construction supervisor for the project for the Transportation Cabinet. He noted that there will be an intermittent road closure at Haven Hill and Mt. Zion, just outside of the city limits, but that this closure will still affect city residents who travel the area. He updated that Rice Pike has been closed, and will remain closed for 90 days, with a detour in place. Commissioner Miller noted that the detour is an inconvenience, but is a

necessary thing for public safety, and that residents of Lassing Green were aware of the need for the construction to take place due to the number of accidents, some fatal, in the area.

Mayor Solomon asked that Dulaney check on the status of the extreme grade near Hampshire with the KYTC, and determine whose responsibility it will be to maintain it, as it will be difficult for commercial mowers to maintain. Dulaney will follow up and report back on this issue.

Capital Improvements.

Commissioner Dulaney advised that there should be plans coming soon from Boone County regarding the Fowler's Creek sidewalk and drainage project. Once those are received, then the city will be more prepared to discuss potential costs and cost shares with Boone County.

Dulaney also noted that the city had repaired nine large potholes in the city, utilizing crews from Palmer paving at a cost of \$2500. While the cost exceeds the normal discretionary budget allotment for the Public Works Committee, the repairs were of immediate need to ensure safety and eliminate potential damage to public vehicles. The commission concurred with this assessment of need and approved the expenditure.

City Engineer Report

Street Repairs.

Engineer Burke updated on the 2018 Street Repairs Program. This program is out for bids, and those bids will be opened on May 29, at 3 p.m. prior to the Public Works Committee meeting. He noted that he and CAO Plummer are working on letters to send to the residents who are located near the new edge drains being proposed to invite them, at their own expense, to tie into those edge drains with their sump pump and roof leader lines to mitigate water drainage and damage of water runoff. Those residents will be advised that they can work with the contractor to obtain reduced pricing through their company, or utilize another company to perform this work.

Clarkston Lane Bridge.

Burke updated on the pot hole and drainage issues at the Clarkston Lane Bridge, near Old US 42. The original bridge is dated in the early 1900's. A new superstructure (i.e., pre-stressed slabs and concrete abutments, guard rail, drain pipe scuppers, etc.) was installed in 1989. Input from Boone County Transportation Bus Service advised on or around May 7th that an open pot hole or asphalt pavement cavity has developed in the westbound lane. Boone County Public Works was contacted immediately to erect a barricade and post proper signages for safety. Following notification and inspection by the KYTC District 6 Bridge Department, Weight Limit Signs of 15 Tons (maximum) were posted on May 11th. The KYTC will target another detailed inspection in three (3) months. Following an on-site meeting with a qualified structural engineer, a number of structural concept plans were considered including drainage repairs, drilled piers, underpinning, pre-stressed beam removal, etc. At present, the bridge has been deemed to be safe. To lessen the drainage/settlement issue, BCPW Road Department was contacted to fill the open pot hole or cavity with flowable fill and resurface and remove the barricades. The preliminary assessment of the problem concludes that subgrade and soil seepage

is settling out behind the concrete abutment on the roadway side of the bridge placed upon the original stone and mortar foundation in 1989.

More superficial repair work may be required within the next three (3) months by extending the curb near the easterly abutment to better control surface drainage. Further observation of the original stone foundation under the bridge reveals its beginning to reach its normal life cycle. If nothing is done, the stone foundation will continue to erode, a cause for added settlement and over time collapse. The best permanent option seems to be to construct a new concrete spread footing and vertical abutment with wing walls directly under the structure completely encasing the original stone and mortar foundation. Preliminary opinions of costs subject to more detailed engineering procurement analyses and design including a public bid and construction repair costs could be in the range of \$75,000 – \$150,000.

It should be noted that the city's Clarkston Lane bridge serves a total of 15 lots with large homes, eight (8) within the corporate limits of Florence and about seven (7) lots within Unincorporated Boone County. Portions of about four (4) of the seven (7) lots within Union BC contain about 44% of taxable land within Union.

Several repair options to generate a short-term solution were presented, with grading the site to mitigate water drainage away from the area, and shoring up the pothole repair as needed were recommended by Burke. He recommended holding off on longer-term repairs until further inspections by KYTC are performed and a full-assessment is made of all repair options with an engineering firm. Commissioner Dulaney moved to allow for short-term fixes to the bridge, not to exceed a cost of \$5,000. Commissioner Miller seconded.

Motion approved 3-0.

Review of Speed Hump Request.

Burke updated on the request by Janet Cogdson about speed humps/bumps along Burleigh. Because of the short distance between the two stop signs along this roadway in question, the ITC recommendation is not to place any type of speed hump/bump in the area, and he would advise against commission action for this matter.

Regional Storm Sewer Mapping.

Burke also reported that SD1 is in the process of updating the Regional Storm Sewer Mapping for all of the 33 county permittees in their area. The original city's seven (7) storm sewer maps are based upon the 2010 Asset Transfer Agreement. The District staff is scheduling meetings with designated City/County/KYTC officials and/or Engineers, etc. familiar with the storm sewer systems to confirm individual entity jurisdictional responsibilities and/or changes for updating regional maps including the city's seven (7) storm sewer maps. The meeting including GIS Mapping changes (e.g., public or private sewers) was held at SD1 on May 14th. New Mapping changes will be forwarded to City Administration for final comments on or around July 1st.

Future Mt. Zion Road Lighting.

Commissioner Miller asked about the lights along Mt. Zion, which will become city responsibility once the road construction is complete. CAO Plummer advised that the city will need to put forth an RFQ/RFP for

maintenance of those lights once completed. The city will be responsible for 62 lights once the project is finished.

Contractual Bidding.

Commissioner Miller also noted that the city will be rebidding the contract for Snow and Ice removal this year. He and CAO Plummer met with Eric Edwards of Ground Systems regarding the 2017-18 snow season, and determined that, while the amount of salt being applied seemed excessive, it was exactly as to the specifications of the contract. Attorney Voss reminded the commission that this issue had been discussed in a previous administration, and that this amount had been recommended at that time. In research by Miller and Plummer, regarding the amount of tonnage being used of salt per other road maintenance entities, including KYTC, Indiana DOT, ODOT and others, that we could reduce the tonnage required in the contract, but achieve safe removal standards, and that we would also need to adjust the mileage on the roads for removal to allow for the expansion of the city. These were noted by Commissioner Dulaney for the Public Works committee to use as they prepare the bid documents.

Office Administration Report/Communications Report

Office Phones.

Director Hinkle updated the commission on a proposal to for VOIP (voice over internet protocol) phones for the city. After reviewing the current Spectrum contract, it was discovered that the city was paying an excessive amount for a lower level of service. NKOL, the city's contracted computer services provider, recommended upgrading to a better plan at a lower rate, and moving to the VOIP option for phones. NKOL solicited requests, and the lowest was from Net2Phone. The city can reduce costs for both cable and phone by as much as \$150 per month. Hinkle requested that the city consider removing the fax line service, as that will save \$20 per month in phone fees, and additional charges for a fax machine when the copier service is again put out to bid. She advised that the city only receives faxes from the Master Commissioner on a regular basis, and that business can be handled without issue through the United States Postal Service at a lower cost. If the city were to need fax services, those are available at the UPS store for \$1 per page and at the Public Library at .50 per page, resulting in a significant savings to the city over time. Commissioner Miller moved to eliminate the fax service for the city and to accept the proposal of Net2Phone for VOIP services. Commissioner Mefford seconded. **Motion approved, 3-0.**

City Administrator Report

Banking Changes.

Administrator Plummer reported that the banking services for the city have been moved to Heritage Bank, and already the city has made as much money in interest in three months as they made in 21 months prior, for a benefit to our taxpayers.

City Attorney Report

St. Tim's Property.

Attorney Voss advised he had been in contact with Mr. Hebler of Drees, and that the Tremont subdivision, located on the St. Timothy's property, is again proceeding forward, and he expects to meet within the month regarding annexation of that property to the City of Union.

Using the Old Firehouse Building Property.

Attorney Voss updated that a Memorandum of Understanding had been prepared and signed to allow the City to utilize the DelMonde, Inc. property at 9600 Old Union Road for the 2018 Union Celebrates America celebration, and that a lease agreement had been prepared for the use of Randy and Linda Barlow's property for the UCA event as well, and those were in process and approval.

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

Resolutions.

None

Municipal Orders

MUNICIPAL ORDER NO. 2018-09--A MUNICIPAL ORDER AUTHORIZING THE CITY ATTORNEY FOR THE CITY OF UNION, KENTUCKY TO PURSUE FORECLOSURE ACTION AGAINST PROPERTIES LOCATED AT 9812 SOARING BREEZES, 2020 HOLDERNESS DRIVE, 10141 WHITTLESEY, AND A .33 ACRE LOT PIDN 063.00-10-001.00 UNION, KENTUCKY. Commissioner Mefford moved to approve, Dulaney Seconded. **Motion approved 3-0.**

Ordinances

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 Commissioner Miller moved to approve, Dulaney Seconded. **Motion approved 3-0.**

ORDINANCE NO. 2018-05—AN ORDINANCE OF THE CITY OF UNION, KENTUCKY AMENDING THE CITY OF UNION CODE OF ORDINANCES IN ORDER TO CLASSIFY VIOLATIONS OF THE CITY'S ZONING ORDINANCES AS CIVIL OFFENSES WITH CIVIL FINES, THEREBY SUBJECTING SUCH VIOLATIONS TO THE CITY'S CODE ENFORCEMENT ORDINANCES PROCEDURES. *First Reading*

ORDINANCE NO. 2018-06—AN ORDINANCE OF THE CITY OF UNION, KENTUCKY AMENDING SECTION 39.01 OF THE CITY OF UNION CODE OF ORDINANCES IN ORDER TO PROVIDE FOR A NON-LAW ENFORCEMENT CITATION OFFICER TO SERVE AS CODE ENFORCEMENT OFFICER TO ENFORCE VIOLATIONS OF THE CITY'S ORDINANCES WHICH ARE SUBJECT TO THE CITY'S CODE ENFORCEMENT ORDINANCES PROCEDURES. *First Reading*

ORDINANCE NO. 2018-07 – AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2018 THROUGH JUNE 30, 2019 BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT FOR THE CITY OF UNION, KENTUCKY. First Reading

First Reading Discussion.

Discussion of several items regarding the budget was held, with Mayor Solomon providing an opportunity for any areas the commission would like clarified. Commissioner Mefford asked if the CERS contribution had been adjusted to allow for the recent changes in legislation at the state level. Director Hinkle advised that this contribution had been adjusted to allow for the increased contribution rates. Mefford also inquired about the cost of recycling services, and could that be an area to cut. Miller advised that this had been looked at in the past, and the savings were not enough to justify any change, and that public feedback had been very negative about removing recycling services.

Announcements

The June meeting of the Commission will be on Monday, June 4, 2018 at 7 p.m.

Adjournment

Motion to adjourn was made by Commissioner Mefford, and seconded by Commissioner Dulaney. **Motion carried 3-0.** Meeting adjourned at 8:35 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Donna Wahoff, City Clerk