

CITY OF UNION
Regular Business Meeting
November 7, 2016

Regular Business

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

Commissioner Jeremy Ramage

Also present:

City Attorney-Greg Voss, Esq.

City Administrator-Matthew Dowling

City Clerk/Treasurer-Kathy Porter

City Engineer-Barry Burke, PE, PLS

City Communications Coordinator-Melissa Stark Hinkle

Approval of Minutes

Commissioner Miller moved to approve the October minutes as presented, and Commissioner Mefford second. **Motion passed 4-0.**

Financial Report

The Commission heard a brief report from Paul Maddox, CPA. Maddox presented a clean opinion of the financial report of the city. He complimented the city staff on a smooth audit procedure and the cooperation of the staff in helping with his work. He advised the council of their net pension liabilities, and outstanding balances on two loans. Commissioner Miller requested that a total amount be presented each month for the checks written for total monthly spending and that will be added to future reports.

The Commission reviewed the Balance Statement from September 26, 2016 to October 26, 2016; the Budget/Spend Comparison report from September 26, 2016 to October 26, 2016; and also reviewed bills for payment through October 26, 2016. Commissioner Heil moved to approve the three financial matters as presented in total, Commissioner Mefford second. **Motion approved 4-0.**

Public Comment

No members of the public came forward with comment.

Mayoral Report

Mayor Solomon recognized Communication Committee Member Noreen Morgan on her attendance at the meeting, and wished her a speedy recovery from a recent health issue.

The Mayor also addressed rumors circulating on various sources for potential tenants in the Kroger building and out lots as unfounded. He stated the city continues to work with Kroger in securing tenants who will be good fits with the city and that the actual tenants may not be known for several months due to legal constraints and leasing contracts. Until arrangements are final, the city cannot confirm potential tenant rumors. He requested that Communications Coordinator Hinkle clarify the situation online as needed, and that all confirmed tenants will be put on the city website as they become available.

The Mayor also complimented city staff on their continued teamwork and diligence in city matters and recognized their efforts in team building and communication.

Committee Reports

- **Planning and Zoning:** Mayor Solomon reported on behalf of Matt Apke that work continues with the Planning and Zoning board in cooperation with Boone County.

Kevin Costello of the Boone County Planning Commission, along with David Kramer of Cincinnati Bell, presented a report regarding the Small Cell Towers. Costello explained that Federal Law allows for local review, and the BCPC will be bringing forth a code with sixteen design standards for these towers to comply with. The presentation showed several examples of towers, and Costello added that the BCPC will work with installers to adhere to design principles, with advice from the city, so the towers blend seamlessly into the area they are installed in. The City will have an ordinance presented for first reading in December for adoption to be in compliance with the Uniform Code and to align with Florence and Boone County in the approval of future towers.

- **Economic Development:** Commissioner Ramage reported that Kroger construction is still behind schedule, but recent good weather may help put them back on schedule. He reported that the Boone Spring development is underway and asked Communication Coordinator Hinkle to post that to city social media as many residents have inquired about the site. Ramage also reported the developer packet is complete and has been presented to one developer, with other presentations being planned. The EDC will take a trip to Louisville to visit Norton Commons Town Center on November 15. The EDC will meet on November 16 in their regularly scheduled meeting.
- **Communications Committee:** Communications Coordinator Hinkle provided a brief update of Communications activities for the past month. The City continues to see steady growth and positive feedback on the various social media. Patrick Romelli presented an update on the city signage with two

additional sign options. After a review, the commission agreed to proceed with the previously presented design. Romelli also provided a brief update on the new city website, which should go live by the end of the month. Commissioner Ramage asked if the new site will improve the search engine results for the City. Romelli explained that metadata tags, along with the addition of a Google+ page will continue to improve the city search results. The additional social media activity will also improve the search function for the city as well. Administrator Dowling passed along that he has received several compliments from other city officials that they have been impressed with the work the Communications committee has been doing to improve the city communications.

Mayor Solomon reported that Travis Schraffenberger has asked to step down as Committee Chair, due to an increased work load, and that Patrick Romelli has been appointed chair.

- Public Works: City Engineer Barry Burke reported that street surface and repair work is very close to completion, and the city continues to receive a lot of citizen input and reports of items for repair. Burke also reported that the fence work on US 42/Rice Pike has been completed and comes with a one-year warranty. Attorney Voss advised to contact Burcor Fencing to set an official completion date for the warranty to be in effect. City officials will review the fence periodically to see if warranty work is necessary during that period. Burke will attend training with SD1 this week to ensure the city remains compliant as a co-permittee with SD1.

Burke delivered a report from Kentucky Department of Transportation on the three bridges in the City of Union. All bridges are defined as above concern for safety, with only superficial issues of cosmetic concern reported.

Commissioner Heil commented on the item of renewal of Burke's contract to be presented for vote later in the meeting. Heil reported that the contract will extend the contract period from yearly to bi-yearly until September 30 for insurance purposes. The City will pay for Burke's membership into the American Society of Civil Engineers (ASCE) as part of the insurance and contract requirements.

- Community Building: City Administrator Matthew Dowling deferred his report to the legislation session.
- City Administrator Report: Administrator Dowling deferred his report to the legislation session.

City Clerk/Treasurer Report

City Clerk Kathy Porter had no report, other than to present information on the balances of loans on the KIA sewer project. She also asked about a citizen question of draining a pool into the sewer system. Administrator Dowling will check with SD1 to confirm and report to Porter on how to respond to this citizen issue.

City Attorney Report

City Attorney Greg Voss presented the nuisance ordinances to the commission. He advised the ordinances must be updated as KRS 381, on which the ordinances are based, has been repealed as of December 31 in HB422. He also advised the ordinances had not been updated since 1987. Commissioners Miller, Mefford, Ramage and Heil had several concerns with points of the ordinances over property owner rights and responsibilities, and after discussion, a review of each point of the ordinance was conducted by the commission, with several requested changes incorporated into the document. Voss will present those changes in total at the second reading.

Voss also advised that the City of Union is working with the City of Walton to create a shared code enforcement board. To create such a shared board will require an interlocal agreement to be signed and filed with the Attorney General in Frankfort to be formally created between the two cities.

Administrator Dowling advised that a leasee had been identified for the open bays in the City Community Building. The lease has been signed by Wayne Sherman and would become official after the vote to approve in the legislation session. Dowling also reported on the insurance resolution with Roeding Group, advising the commission that the agreement will allow the city to potentially negotiate lower rates and serve as a liability shield for the city.

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

Ordinances:

ORDINANCE No. 2016-07 -AN ORDINANCE OF THE CITY OF UNION, KENTUCKY, IN BOONE COUNTY, KENTUCKY CREATING CHAPTER 92A OF THE UNION CODE OF ORDINANCES PROHIBITING PUBLIC NUISANCES AS DEFINED THEREIN; AND PROVIDING FOR THE ABAGEMENT THEREOF; AND ESTABLISHING STANDARDS AND PROCEDURES FOR THE ENFORCEMENT THEREOF, AND PENALTIES FOR THE VIOLATION THEREOF AND REPEALING CHAPTER 92. First reading.

ORDINANCE No. 2016-08 -AN ORDINANCE OF THE CITY OF UNION, KENTUCKY ESTABLISHING A CODE ENFORCEMENT BOARD. First Reading.

Resolutions:

RESOLUTION No. 2016-07 –A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE LEASE AGREEMENT BETWEEN THE CITY OF UNION, KENTUCKY AND WAYNE SHERMAN.

Commissioner Mefford moved to approve, Heil seconded. Motion carried 4-0.

RESOLUTION No. 2016-08 –A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE LOSS CONTROL SERVICE AGREEMENT BETWEEN THE CITY OF UNION, KENTUCKY AND ROEDING GROUP COMPANIES. **Commissioner Miller moved to approve, Heil seconded. Motion carried 4-0.**

MUNICIPAL ORDER No. 2016-09 –A RESOLUTION HIRING BARRY BURKE, PE AS A CONTRACTOR FOR ENGINEERING SERVICES FOR THE CITY OF UNION, KENTUCKY. **Commissioner Heil moved to approve, Miller seconded. Motion carried 4-0.**

Announcements:

Mayor Solomon announced that the City Building will be closed on November 11 for Veterans Day and November 24 and 25 for Thanksgiving Holiday.

The next regular business meeting will be held on December 5, 2016, at 7 p.m.

Adjournment

Motion to adjourn was made by Commissioner Mefford. Seconded by Commissioner Miller. **Motion carried 4-0.** Meeting adjourned at 9:26 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Kathy Porter, City Clerk/Treasurer