

CITY OF UNION
Regular Business Meeting
December 5, 2016

Regular Business

The meeting was called to order at 7:00 PM on December 5, 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

Commissioner Elect-Eric Dulaney

Approval of Minutes

Barry Burke requested two items of minor change to the November minutes. Commissioner Miller moved to approve the November minutes as amended, and Commissioner Mefford seconded that motion. **Motion passed 4-0.**

Financial Report

The commission reviewed the monthly reports, and City Clerk/Treasurer Kathy Porter reported that 92% of tax bills had been paid as of the date. The Commission reviewed the Balance Statement from October 26, 2016 to November 26, 2016; the Budget/Spend Comparison report from October 26, 2016 to November 26, 2016; and also reviewed bills for payment through November 26, 2016. Commissioner Miller again 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. Commissioner Mefford moved to approve the three financial matters as presented in total, Commissioner Miller second. **Motion approved 4-0.**

Public Comment

Jim Lyles of Cedarwood Drive came forward with resident concerns about a speed hump on Cedarwood in front of his home. City Engineer Burke presented a brief history of the bump, and noted that the 15-foot long speed bump was causing issues for low profile vehicles in the area. Because of the layout of the bump, it was originally constructed with a 5.5 inch center height, but to lengthen the hump to 22 feet would soften or lessen the slope which was causing the traffic issue. Burke recommended this change for removing and replacing both speed humps be incorporated into the City's 2017 Street Repair plan, which was agreed to by the commission.

Mayoral Report

Mayor Solomon informed Commissioners of the hiring of Adam Chaney as new executive director of Sanitation District 1 (SD1) and Alex Mattingly as the new City of Florence Administrator.

The Mayor also introduced the new city commission, elected in the November 8, 2016, election. The new commissioner slate includes: John Mefford, Bryan Miller, Jeremy Ramage and Eric Delaney. After the introductions, the Mayor administered the formal oath of office to the Commission.

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:** Matt Apke gave a brief report of the committee's work, with hiring of Runic West to fill their staff vacancy. He also announced the resignation of Mike Ford from the commission. Other business before the committee did not pertain to the City of Union. Kevin Costello, Director of Boone County Planning Commission, was in attendance.
- **Economic Development:** Commissioner Ramage reported on the committee's trip to Norton Commons Development in Louisville. The group was impressed by the mix of retail and public space in the development, and the design vision employed by the developers. The EDC group continues to pursue developers, and hopes to ramp up that process more after the holidays, as many companies are in a slowdown mode until the end of year. The next scheduled EDC meeting is January 18, 2017.
- **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. The new website has been launched to good feedback, and a few suggestions were noted for improvement among members of the Commission.

Coordinator Hinkle also introduced Nicole Comer, of Costco of Florence, and Celeste Grimoldi of Century 21/Garner Properties as the sponsors for the 2016 Breakfast with Santa. The Commission thanked the two for sponsoring the event this year. Hinkle also reviewed assignments for the Breakfast with Santa event among City Staff and Commissioners.

Public Works: City Engineer Barry Burke reported that the 2016 Street Repairs have been completed at a cost of \$26,770, significantly less than the fiscal budget allocated. Burke also recommended that the Street Inventory used for the Overall Condition Index (OCI) Ratings be completed for the FY2017-2018 budget, as the document had not been updated since FY 2013-2014.

Burke also gave an update on the Storm Water Pollution Prevention Plan (SWPPP) meeting he attended for the city and made reference to a copy of the 2017 SWPPP including the city's owned properties via mapping and the 99 streets. The SWPPP was forwarded in December to SD1 as a part of the state DOW Permit.

Burke also reported on the Bridge Inspection Report performed by the KYTC staff for the city. All three (3) of the city's bridges (i.e., Churchill, Clarkston and Westbrook) received ratings of 5 or higher with only minor cosmetic improvements or repairs needed in 2017.

Burke also reported on an HOA concern with a three-lane widening request for Old Union Road bordering the Villas of Fowler Creek, and while the developer via a KYTC permit will widen a portion of Old Union Road closer to US 42, any further widening would not be necessary because of the existing adequate roadway standards.

Burke also informed the Commission that all new city street signs must comply with the guidelines drafted by the Boone County Public Works Sign Division. New signs including those replacing damaged decorative signs previously installed by developers shall be green with white letters on u-channel posts. Any other colors including blue, black, etc. must be provided by others. Further, the BCPWSD will not replace any non-standard decorative signs.

- City Administrator Report: City Administrator Matthew Dowling reported that the bid for proposals on the mowing and landscaping will be prepared in the next two weeks, and will be a two-year contract request. He also updated the commission on a procurement policy he is developing for the city which will be presented at the January meeting.

City Clerk/Treasurer Report

City Clerk Kathy Porter had nothing to report.

City Attorney Report

City Attorney Greg Voss addressed a request by Commissioner Miller to include a Sunset Clause on all future City ordinances. Voss, citing KRS 73 and consultation with KLC that this not be included. He recommended the appointment of a task force to periodically review ordinances and recommend updates or deletions as necessary. Mayor Solomon appointed Commissioner Miller to head this review task force.

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. **Commissioner Heil moved to approve, Ramage seconded. Roll Call vote conducted; Heil, Mefford, Ramage and Solomon vote yea; Miller nay. Motion passes, 4-1.**

ORDINANCE No. 2016-08 -AN ORDINANCE OF THE CITY OF UNION, KENTUCKY ESTABLISHING A CODE ENFORCEMENT BOARD. **Commissioner Mefford moved to approve, Heil seconded. Roll Call vote conducted; Heil, Mefford, Ramage and Solomon vote yea; Miller nay. Motion passes, 4-1.**

Municipal Orders:

MUNICIPAL ORDER No. 2016-10 –APPOINTING BRYAN MILLER TO SERVE AS A REPRESENTATIVE ON THE OHIO-KENTUCKY-INDIANA REGIONAL COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS. Commissioner Mefford moved to approve, Heil seconded. **Motion carried 4-0.**

MUNICIPAL ORDER No. 2016-11 –OFFICIAL APPROVING AND ADOPTING THE BOONE COUNTY EMERGENCY OPERATIONS PLAN. Commissioner Miller moved to approve, Mefford seconded. **Motion carried 4-0.**

Announcements:

Mayor Solomon announced that the City Building will be closed on January 2, which is the normally scheduled meeting day for the commission. Tuesday, January 3, 2017, was selected as the day for the January 2017 Special Business Meeting.

Mayor Solomon recognized Commissioner Ken Heil for his years of service to the City of Union as Commissioner and his regard and pleasure in working with him. Commissioner Heil thanked his fellow commissioners for his experience with the group and how the experience of serving on the commission had improved his opinion of the work of public service.

The next regular business meeting will be held on January 3, 2017, at 7 p.m.

Adjournment

Motion to adjourn was made by Commissioner Heil. Seconded by Commissioner Mefford. **Motion carried 4-0.** Meeting adjourned at 8:53 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Kathy Porter, City Clerk/Treasurer