

**CITY OF UNION**  
**Regular Business Meeting**  
**October 3, 2016**

**Regular Business**

The meeting was called to order at 7:00 PM on October 3, 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**

Two changes to the August minutes were requested. Commissioner Miller requested a correction for the OKI Board report to reflect Eric Holcomb as Indiana Lieutenant Governor, and that a typo on the vote total for Municipal Order 2016-08 be changed to reflect the correct vote of 4-0. Commissioner Heil moved to approve the September minutes with those corrections, and Commissioner Miller second. **Motion passed 4-0.**

**Financial Report**

The Commission reviewed the Balance Statement from August 26, 2016 to September 26, 2016; the Budget/Spend Comparison report from August 26, 2016 to September 26, 2016; and also reviewed bills for payment through September 6, 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 reported on a new notebook system being utilized to present information to all council members. The new binders will be available for review on the Friday prior to the scheduled meeting. Electronic copies will also be provided to those commissioners who requested to also receive the information digitally. Mayor Solomon also requested that Commissioners take what content from their books they want to keep, because staff will empty books after meetings.

Mayor Solomon read the letter the City will send State Senator John Schickel on his Friend of Kentucky Cities award from the Kentucky League of Cities.

Mayor Solomon also provided an update on the Kroger Marketplace construction. City officials met with Kroger representatives for an update on progress. Construction is approximately one month behind schedule, but work continues. The new store will have a restaurant included inside the building, but the type of restaurant was not disclosed by Kroger. The out lots continue to generate interest from potential tenants, with several local entities interested in locating at the new facility.

The Mayor informed the council he would be on vacation out of the country in the next month, and asked that Commissioner Miller fill in as Mayor Pro-Tem while he was unavailable. Commissioner Miller accepted the assignment.

The Mayor also complimented city staff on their continued teamwork and diligence in city matters. Tax season is approaching, the election is coming, and all the other projects going on will add added stress to the office for the next several months. The Mayor asked the staff to continue to work together as a team.

## **Committee Reports**

- **Planning and Zoning:** Mayor Solomon asked Administrator Dowling to update on the Boone County Planning and Zoning Commission work on cellular towers. Dowling updated the commission on the planned installation of small cellular towers that will provide a signal improvement in areas of high data usage. These towers are typically installed by facilities like hospitals, libraries and schools, where a large number of cellular users congregate and place a high demand on bandwidth. Administrator Dowling emphasized that these will not be installed in residential districts. The BCPC will present a full presentation on the new towers to the commission next month. The next meeting for the Planning and Zoning Commission is scheduled for November 8th.
- **Economic Development:** Commissioner Ramage reported the group is nearing the final stage in the production of developer packets, to provide information to those interested in development in the City of Union. The feedback on the packets has been favorable, and the EDC will look to have them ready in the next few weeks. The EDC group will visit Norton Commons, a town center-type development located in Louisville in November. Commissioner Ramage also reported that City officials hope to begin to bring in potential developers for the Town Center project in late October/early November.

- Community Building: City Administrator Matthew Dowling reported a vacancy in the community building storage area, due to a tenant non-renewal. The City staff will work on advertising the vacancy via City social media, website and other advertising outlets as soon as possible.
- Public Works/Engineering: Engineer Barry Burke updated the commission on...
  - Street repairs. They continue to move ahead on schedule.
  - Whispering Trails area follow-up meetings. Follow up meetings with Sanitation District 1 regarding the flooding at Whispering Trails. Further studies have shown that downstream would be negatively impacted by previously proposed solutions, and the cost remains prohibitive. SD1 will provide periodic rain gauge readings regarding magnitude and extent of intense storms to provide more data to consider when planning next steps.
  - Lassing Point fence removal and replacement project. Work began the morning of the week of October 3<sup>rd</sup> and is expected to be completed by early the week of October 9<sup>th</sup>.
  - Harmony Estate traffic concern. Concerns were expressed about traffic problems as Harmony Estate is being built out. The situation will continued to be monitored, as construction is still ongoing in the area. When the final road surface is completed and the development build out is completed, the public works team will revisit the issue.

Engineer Burke and Administrator Dowling will also attend the SD1 Annual Co-Permittee Meeting on October 25. He concluded his report with information on the Hazardous Waste Disposal day being held Saturday, November 5, from 9 a.m. to 2 .m. at UC Health Stadium (Florence Freedom Stadium). Brochures on the event are available at the City Building.

Commissioner Heil also noted that he will be meeting with the Kentucky Department of Transportation on the third Monday of each month to receive updates on the KY-536 Road Construction Project. He will provide a brief summary of these meetings to Communications Coordinator Hinkle for publication on the City website. Commissioner Heil also noted that Engineer Burke's contract will expire at the end of 2016 and recommended a renewal of the contract. This item will be reviewed at the November Commission meeting.

- Communications Committee: Communications Coordinator Hinkle provided a brief update of Communications activities for the past month, and additional data regarding the City and the use of social media. All data indicated that the city is seeing steady growth and positive feedback on the various social media. She also reported the creation of a Google+ page and a Linked In page for the City, to improve search engine optimization. Hinkle also reported on work by Patrick Romelli regarding updates to city signage. After brief discussion, the commission agreed to a not-to-exceed recommendation to proceed with purchase. Commissioner Ramage made a motion for the city to proceed with ordering improved signage with a not-to-exceed amount of \$10,000 for sign purchase; Commissioner Mefford second.  
**Motion approved 4-0.**

- City Administrator Report: Administrator Dowling on a request by a local religious group to use the City Building Parking Lot for a prayer circle on Saturday, October 15, from approximately 12 noon to 2 p.m. Dowling advised that the group had been informed the building would be closed, and no facilities or city support would be provided. The request was approved.

### City Clerk/Treasurer Report

Clerk Porter reported that tax bills are being mailed this week. She reported on the inclusion of the Mayor's State of the Union update in those bills. On the advice of the auditors, special assessments must now be billed separately from city taxes. She provided a copy of the letter that the approximately 67 residents affected by this change will receive. This change provides for better accounting and streamlines city operations. This is a change in procedure only, with no change in the tax rate or assessment fees.

Clerk Porter also reported that discounted Perfect North Slopes vouchers will also be available to city residents for purchase again this year. She also updated the interment of 27 graves from Wilson Family Cemetery has been completed. Headstones are still to be set along with bronze markers and will be coordinated with the Cemetery Sexton Eddie Johnson.

### City Attorney Report

City Attorney Greg Voss advised on the need to address the nuisance ordinances at the November meeting. He has provided documentation on the recommendations regarding these ordinances to the Mayor. The Mayor will provide those to the commissioners for their consideration as soon as possible.

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

**ORDINANCE No. 2016-06** -AN ORDINANCE LEVYING AND FIXING THE TAX RATES OF THE CITY OF UNION, KENTUCKY, FOR THE 2016 CALENDAR YEAR. Second reading. **Commissioner Mefford moved to approve, Miller seconded. Motion carried 4-0.**

### Announcements:

Mayor Solomon declared that the official City Halloween Trick or Treat hours will be from 6-8 p.m. on Monday, October 31. This is consistent with other city and area neighborhood times.

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

### Adjournment

Motion to adjourn was made by Commissioner Heil. Seconded by Commissioner Ramage. **Motion carried 4-0.** Meeting adjourned at 8:28 p.m.

**APPROVED:**

**ATTEST:**

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**Larry Solomon, Mayor**

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**Kathy Porter, City Clerk/Treasurer**