

**CITY OF UNION
Business Meeting
November 5, 2018**

Regular Business

The meeting was called to order at 6:30 PM on November 5, 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, Commissioner Eric Dulaney, and Commissioner Jeremy Ramage.

Also present:

City Attorney-Greg Voss, Esq.

City Engineer-Barry Burke

City Administrator-David Plummer

City Communications and Operations Director-Melissa Stark Hinkle

City Clerk Donna Wahoff

Approval of Minutes

Mayor Solomon asked for approval of the October 1 meeting minutes. Commissioner Mefford moved to approve the October 1, 2018 business meeting minutes. Commissioner Dulaney seconded that motion.

Motion approved 5-0.

Financial Reports

Commissioner Miller gave an overview of the monthly budget. He noted there were no issues to report on the budget. He reported that more than 94% has been collected in City Taxes from October 1-31, with citizens taking advantage of the 2% discount for payment. He noted that the city bills report had also changed to reflect a sorting of payment by account, to allow for better financial tracking and information.

The Commission reviewed the Budget/Spend Comparison report from through October 31, 2018; and also reviewed bills for payment through October 31. Commissioner Dulaney moved to approve the City's monthly financial statement in total. Commissioner Mefford seconded. **Motion approved 5-0.**

City Attorney Voss advised of an agreement for a payment plan of back taxes with Mr. Don Lindeman. Mr. Lindeman is one of two tax accounts in the city which are several thousands of dollars in default with multiple years of non-payment. Voss explained an agreement was reached on behalf of the city to stay foreclosure proceedings, which requires an upfront payment of \$2500, with monthly payments until the arrears are addressed in full. Mayor Solomon asked for clarification that foreclosure proceedings will commence immediately upon a missed payment, with Voss advising that litigation is prepared and ready for filing upon

any default. Commissioner Miller moved to approve the City's agreement with defendant Lindeman. Commissioner Mefford seconded. **Motion approved 5-0.**

Economic Development

Due to Commissioner Ramage needing to leave the meeting in a timely manner for work commitments, the Economic Development report was moved up in the agenda. Ramage provided an update on the recommendation to hire Gresham, Smith and Partners (GSP) as an advisor and consultant for a review of the Union Town Plan. The GSP proposal provides for a phased approach, with each subsequent phase resting as an independent portion which the city can choose or decline to proceed forward with. This first phase will review the 2000 plan in light of developments in the retail and commercial markets and environments and consider the adjustments, if any, that are needed to the plan which will help further developer interest in the UTC project. The first phase of this project is estimated to cost \$5,000.

Attorney Voss read the associated legislation for this proposal at the request of Mayor Solomon. (See Municipal Order 2018-24). Commissioner Mefford moved to approve, Miller Seconded. **Motion approved 5-0.** At this point in the agenda, Commissioner Ramage signed off from the conference call and left the meeting.

Mayoral Report

Mayor Solomon reported on the Judge and 3 Mayors meeting held on October 29. He updated that the closure of the Union Pool was approved by the Fiscal Court, after several years of financial losses in operating costs. He noted that he requested Judge Gary Moore and Boone County consider strongly something to replace the pool with something that is better and meets community needs, rather than the property sitting idle. He noted that when you take something away, you have to give something back and he will continue to pursue replacement of the pool with something like a shelter or temporary/semi-permanent athletic fields which can be put in and utilized quickly with minimal expenses. He would like to see the parking lot repaved and improved and the area be developed as a green space which could potentially host events for the City of Union like Union Celebrates America. Commissioner Miller asked if the county would consider signing over the property rights to the city, but Mayor Solomon noted that this idea was not supported by Boone County or Judge Moore and was unlikely to occur. There was discussion as to when that property was signed over to Boone County, but Attorney Voss advised that the city had not owned the property, but that the commission had annexed the property into the city around 2008.

Mayor Solomon also updated on the new construction at both Mt. Zion and Richwood Interchanges on 71/75. The Mt. Zion project will be let to bid sometime in March 2019, while the Richwood project will be up for bids in August of 2019. Both projects are projected to take two to two-and-a-half years to complete.

Solomon also added that he had no update on the old Kroger location, with Manager Jim Betas indicating that he had not received any updates and anticipated that Lisa Ammons did not have any updates either as corporate offices had been tight lipped on the release of any information regarding the old location.

Mayor Solomon also asked that Commissioner Miller serve as Mayor Pro Tem for the period of November 10-26, as he will be out of town. Miller agreed.

Public Comment-Special Presentation from Boone County Sheriff's Office

Sergeant Phil Ridgell, a Union resident, came forward to present information about the police services provided to the City of Union by the Boone County Sheriff's Office. BCSO provides full-service police services, with 24-7 coverage to the city on a rotating four-shift patrol. On those four shifts, as many as 16 deputies, and as few as four, during non-peak demand hours, are on patrol in the area. Union is serviced by District 4-5-6, depending on location within the City limits and within postal Union as well. Union has 5 officers patrolling at a time, and during the 10p-2a shift, there are four deputies available to the city, and from 2a-7p (non-peak) there are a minimum of 2 deputies to respond in Union. These do not include supervisors, who can also respond as needed, and priority calls (such as a vehicular wreck) may be deputies from other districts in response if needed.

Vandalism-

In response to a question about surge of vandalism last summer, BCSO responded with their Crime Suppression Unit, a part time group of 14 dedicated officers who provide extra service to "hot beds" of crime in the county. These officers provide a surge of patrols on top of the regular patrols as part of CSU.

There were 30 vandalism calls in Union last year, with 6 of those being in the Hempstead subdivision and Triple Crown (which is not located in the city limits). He noted that these incidents were almost all attributed to unsupervised youth in the area, and that parents should be aware of the location of their children as much as possible to help eliminate these issues. He also noted that vandalism follows the school year, with a spike seen during the summer months when more people are out, and students are out later at night.

Service Calls-

BCSO responds to more than 200,000 calls for service a year, excluding calls from School Resource Officers (SRO) at each of the Boone County Schools, and from Criminal Investigations. These 200,000 calls are calls into dispatch (either 911 or the non-emergency number). Each call is answered and receives a response from BCSO. Sgt. Ridgell emphasized that BCSO considers every call into their office as important, and encourages citizens to not hesitate to call for service. They are here to serve the citizens, and that is their number one priority as emphasized by Sheriff Helmig. Of these calls, the most are collision reports. In the period from June to August 2018, there were 1,565 wrecks in Boone County, with 39 of those in Union. The calls increase and follow the school year, rising during the educational year, and declining at other periods.

From June 1 to August 31, there were 1,273 crime reports with 25 of those in Union. Of those 25, there was 1 robbery, 1 burglary, 4 thefts and 1 auto theft call. Union had 142 calls in that time frame to BCSO, for an average of 2 service calls per day to the city, excluding business and spot and vacation checks. When asked about these calls, Sgt. Ridgell explained that BCSO has a list of area businesses that they regularly check on to ensure the buildings and businesses are secure, and those are added to the list if there is a concern, the

business may be closed for vacation or remodel, or if there has been an issue with either customers or employees.

Spot Checks-

Spot checks can be instituted by anyone, to have BCSO respond to check on the welfare of an individual who may need additional assistance, or has a health issue that warrants a check on their status at a particular time. In addition, citizens can call the BCSO non-emergency number and request a vacation check when they will be out of town on their homes. There is no charge for this service, and Sgt. Ridgell emphasized that the department is happy to provide this service to their citizens. Obviously, these types of calls increase in warmer weather, while spot welfare check calls on individuals are higher in winter and extreme heat events. These spot checks would be for particular areas where an increased presence has been requested due to a known problem or concern. A spot check is when a deputy extra patrols a certain area based off of known information notated with the particular spot check. Deputies may not always get out of their cruisers, but rather drive through an area to be seen and visible to the public in order to curb the specific problem. Spot checks may result in a deputy making contact with a suspicious person or vehicle which would prompt a records check or further investigation. Anyone can request a spot check but deputies usually add the particular location for citizens or businesses without them asking, if the deputy feels that it is necessary.

On the average of two calls per day, the response time to emergency 911 calls is 5.19 minutes in the city and 7.37-minute response to non-emergency calls. These response times are lower than to Boone County as a whole, and, while the Sheriff and staff would like to lower these further, given the immense area given to cover, these are very fast response times compared to other municipalities. He did emphasize that while fast response is emphasized, safety is also a concern. Ridgell noted that a deputy is no use to a citizen if they are involved in an accident or incident while responding to a call at excessive and unsafe speeds.

Opioid Usage-

In regard to the issue of opioid use in Union, Ridgell said there were two instances of Narcan being administered in Union in the last year. He noted that all deputies carry Narcan, both to administer as needed to victims, but also for their protection in case of accidental exposure to things like Fentanyl and Heroin. He noted that BCSO is seeing a decrease in numbers of opioid use and calls in the county, but is seeing a resurgence in the use of methamphetamine in the area. He noted that drug use is always cyclical, but that BCSO remains committed to combatting illegal substances, regardless of type.

Improvement of Services-

Sgt. Ridgell also noted that BCSO and Sheriff Helmig remain very committed to continual improvement, training and new services to the citizens. He noted that the department now has an app online, and made major improvements to their website in 2018 and invited the commission to review both. The department has made a major investment in to crisis and deescalation training for officers, and this training has improved safety and the environment of the department as a whole. Ridgell said officers respond to an average of 115 reports a day throughout the county, and that reporting by the community is very important and leads to a safer place for all. He again noted that the BCSO is here to serve, and to please call and to assume that no call is unimportant. He said that sometimes the smallest thing leads to the biggest breakthrough in a case. Another

significant investment by the department was the placement of a School Resource Officer at every Boone County school. Sheriff Helmig believes safe schools equal safe neighborhoods, and that these SRO's often have information that leads to arrests or prevention of other crimes in the county. Ridgell also noted the Electronic Crimes Unit which is dedicated to ICAS and internet crimes. ICAS stands for Internet Crimes Against Children. BCSO is a member of the ICAC Task Force which is run by the Kentucky State Police out of Frankfort.

This unit has a significant investment of \$25,000 per year, but that, because of partnerships at the state and federal levels, functions with a much higher level of service than would be possible alone and with that amount of money. With the rise of internet-based crime, this unit will become even more important in the future, and is a key component to protecting citizens here in Boone County from a wide variety of crime, including child sex crimes, fraud, identity theft and more.

Traffic/Speeding Complaints-

Ridgell said there were 126 citations issued in 2017, and 120 already in 2018. While citations are important, BCSO also tries to curb behavior through reminders and warnings to ensure compliance with traffic laws. He noted that tickets are expensive, and often reminders and warnings are just as effective, but BCSO will not hesitate to ticket when the situation warrants. If citizens are concerned about speeding or sign/signal enforcement, he strongly recommends they contact BCSO, who will provide increased patrolling, request traffic studies and other options to help curb the issue. Ridgell noted that citizen involvement and reporting is their number one tool in helping make Boone County a great place to be.

Public Works

Commissioner Dulaney began his report by advising that the fall Prescription Drug Take Back Day was held at the City Building on Saturday, October 27 from 10-2. This year's event collected 28.04 pounds, and is down from previous collections. After several collections where Union collected the most donations, this time Walton received the most drugs with disposal, with just over 30 pounds.

Dulaney updated on the 2018 Street Repairs Program, noting that Straight Edge Construction went over the bid amount by a little more than \$2,000. Engineer Burke clarified that this overage was due to additional unforeseen work needed to complete repairs on Bayberry Drive, but that the costs were in line with the work performed.

Regarding the road projects in the area, those were at status quo, and Anthony Griggs from KTYC was unable to attend the last Public Works Committee meeting. It is still unknown if there will be traffic on the new portions of Mt. Zion, although this is still a possibility in 2018.

Dulaney advised that a complaint had been filed by Mr. Dewey Gripshover regarding the lack of a sidewalk in front of the Union Fire Protection District building on Sweet Harmony. This lack of access affects Mr. Gripshover's disabled daughter who utilizes a wheelchair, and he has filed a complaint with the ADA officer of Boone County. The original Fire House plans did include installation of a sidewalk in front, but it is unknown as

to why that sidewalk was not installed. City staff will contact Chief Morgan to see if the UFPD is going to install the sidewalk as initially approved by Boone County Planning and report back to the commission.

Engineer Burke updated on the bridges at both Clarkston Lane and Gunpowder, emphasizing that both have been rated as poor by KTYC, and that both should be strongly considered for priority funding in the 2019 Capital Improvements Plan. While these costs are unknown, estimates range from a few thousand dollars to in the six figures for a complete repair. City staff and Engineer Burke will research costs and bring those forward to the commission for consideration in the next budgeting cycle. It is also hopeful that both projects may be part of the new Bridging Kentucky program, and staff will contact Representative Sal Santoro for his support to add these two bridges to the improvement program.

Communications/Office Operations Report

Hinkle updated that the venue, Union Fire Protection District station, has been secured for Breakfast with Santa on Saturday, December 8. She also reported that Mr. Don Mathis, the Union Santa, has been secured to provide Santa services for the day as well. Three sponsors have been obtained for the event, and planning is ahead of schedule.

Mayor Solomon requested Hinkle set up a meeting with Commissioner Mefford and himself to discuss changes in the communications committee to better reflect changing needs. This meeting will be held after the Thanksgiving holiday.

City Administrator Report

Administrator Plummer updated a proposal to solicit drawings for improvement to the current City Building. These drawings would allow the city to evaluate the potential reallocation of space for better citizen service, and to allow for potential safety upgrades as well. These drawings will cost approximately \$2,200 to complete and will be discussed in legislation later.

Plummer also updated on the mausoleum at Union Rice Cemetery. Family members have been located that are willing to assist with material costs, and a contractor has been located that can do the work and provide a warranty to that work. The estimated work to repair the damaged stucco is approximately \$1200, but costs may go higher if repair is needed to the rubber roof to eliminate any further water issues to improve the life of repairs to the structure. Commissioner Mefford inquired if the contractor would check the drains on the roof to ensure water is not penetrating the mausoleum structure, and make corrections if necessary, to eliminate water penetration. Commissioner Mefford moved to allow city staff to spend up to \$2,500 to complete repairs to the mausoleum as necessary. Commissioner Dulaney seconded. **Motion approved, 4-0.**

Administrator Plummer also brought forth information regarding the Service Line Warranty program. This program, provided by the National League of Cities, gives citizens the opportunity to buy low-cost insurance on potential issues with water and sewer lines that lead from homes to main connection points. This program seeks permission from the city to contact residents about this service and to utilize the city logo on potential

marketing materials as an endorsement. Commissioners asked to see sample letters and learn more information about the program before proceeding forward.

City Attorney Report

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

Resolutions.

None

Municipal Orders

Municipal Order No. 2018-22 – A MUNICIPAL ORDER OFFICIALLY APPROVING AND ADOPTING THE BOONE COUNTY EMERGENCY OPERATIONS PLAN. Commissioner Miller moved to approve, Mefford Seconded. **Motion approved 4-0.**

MUNICIPAL ORDER NO. 2018-23--A MUNICIPAL ORDER ACCEPTING THE PROPOSAL OF COMPLETE STRUCTURAL PARTNERS FOR THE DESIGN AND RFP PHASE FOR REMODELING WORK FOR THE CITY OF UNION, KENTUCKY ADMINISTRATIVE BUILDING AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT. Commissioner Mefford moved to approve, Miller Seconded. **Motion approved 4-0.**

MUNICIPAL ORDER NO. 2018-24--A MUNICIPAL ORDER ACCEPTING THE CONTRACT OF GRESHAM SMITH AND PARTNERS FOR CONSULTING SERVICES FOR THE UNION TOWN CENTER PROJECT FOR THE CITY OF UNION, KENTUCKY AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT. Commissioner Dulaney moved to approve, Miller Seconded. **Motion approved 5-0. (this was voted on earlier in the meeting prior to Commissioner Ramage leaving the meeting.)**

Ordinances

ORDINANCE NO. 2018-13--AN ORDINANCE OF THE CITY OF UNION, KENTUCKY ADOPTING THE BOUNDARY MAP PREPARED BY BARRY BURKE, PE, PLS AS THE OFFICIAL MAP OF THE CITY OF UNION, KENTUCKY. *First reading*

Announcements

The next meeting will be held on Monday, December 3, 2018 at 6:30 PM.

Adjournment

Motion to adjourn was made by Commissioner Mefford and seconded by Commissioner Dulaney. **Motion carried 4-0.** Meeting adjourned at 8:37 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Donna Wahoff, City Clerk