

**CITY OF UNION
Business Meeting
February 4, 2019**

Regular Business

The meeting was called to order at 6:30 PM on February 4, 2019 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 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 January 7 meeting minutes. Commissioner Mefford moved to approve the January 7, 2019 business meeting minutes. Commissioner Dulaney seconded that motion.

Motion approved 5-0.

Mayor Comments

Mayor Solomon announced that KYTC District 6 has announced that they will again study the traffic lighting timing and signalization at the intersections adjacent to Old Union Road and Royal Oak Lane by the new Kroger Marketplace. With increased traffic at that area, KYTC has agreed to again study the lights to see if adjustments to the timing and signals need to be made to improve traffic flow and safety in the area.

In relation to this issue, Mayor Solomon announced that there are several confirmed businesses coming to the new Union Connection development, also known as the out lots. The new businesses include Domino's Pizza, Orange Theory Fitness, Pet People, Lee Nails, Great Clips and Sugar Fire BBQ. Two locations remain open at this time, although negotiations with potential tenants are underway at Midland Retail.

Solomon also noted that the Kroger Pickup Store is open in the old Kroger location, and deliveries of Pickup orders to Walgreens locations throughout Northern Kentucky are underway at that location. Additional improvements to both the store front and parking areas are planned, but have been delayed by weather. Commissioner Mefford inquired if the entire lot will be utilized by this new business, and Solomon said they are considering plans to improve traffic flow and customer experience, but that he expects the lot will be utilized by an expanding fleet of small delivery vans and vehicles for the Pickup location.

Solomon also updated on the Judge and 3 Mayors meeting from January. He commented that both Florence and Boone County are going through a strategic planning process for the future, and both organizations are undertaking that planning this winter and early spring. There is a great deal of construction going on throughout Boone County, including several high-profile transportation projects. He also added that there is a new subdivision development being co-built by Fisher Homes and Drees, Inc. on the farmland adjacent to Pleasant Valley road.

Financial Reports

Commissioner Miller gave an overview of the monthly budget. Miller noted that the city is on pace with spending for this fiscal year, and that the real estate tax bills have been sent to those individuals who are delinquent on their 2018 taxes. This process will take 2-3 weeks to complete, allowing for time to mail the bills and for time for delinquent payers to come pay the taxes owed. After that period, the delinquent tax bills will be presented to the City Attorney for legal action and lien creation. He also commented that the city had earned \$3,664.00 in interest for this month.

The Commission reviewed the Budget/Spend Comparison report from through January 31, 2019; and also reviewed bills for payment through January 31. Commissioner Dulaney moved to approve the City's monthly financial statement in total. Commissioner Ramage seconded. **Motion approved 5-0.**

Citizen Comments

No member of the public came forward with comment.

Economic Development

Administrator Plummer updated on Boone County Planning in the absence of Mr. Steve Harper. He said work continues on defining zoning areas for the location of tattoo parlors throughout Boone County as required by law. Once those are defined, they will be presented to the city as part of the planning committee. He also noted that additional homes will be built on Vicksburg, and that the street will be capped in a cul-de-sac in the end of the street near the new construction. This was a previously undeveloped area, and this will conclude development in that subdivision. There will also be a meeting of the Union Board of Adjustments to hear a proposal to divide the Kroger out lots (Union Connection) into two lots. It has been previously noted as a single lot, but the developer has requested this change for improved financing options. He also noted that the city had received notification from BCPC of the approval of construction permits for residences in the new Traemore subdivision and that construction was underway on the first homes in that new subdivision.

Commissioner Ramage reviewed the report from Gresham, Smith and Partners regarding the Town Center development. This report was provided to the EDC for their review at the last meeting of that group and is now being presented to the commission. It identified several options for phase 2 of the study, including reviewing each parcel included in the UTC town overlay area, and identifying the types of businesses and construction that are suited to each individual lot, given topography, access and utility development, along

with strengths and weaknesses of each property location. Ramage recommended moving forward with the Phase 2 recommendations of GSP as part of the Town Center development process. However, GSP has not provided a specific cost proposal or deliverables for this phase 2. Mayor Solomon requested a motion to authorize up to \$20,000 to be spent on phase 2 with Gresham, Smith and Partners, pending the receipt of a formal proposal from that group. Commissioner Dulaney moved to authorize the spending of up to \$20,000 on the phase 2 proposal from GSP. Commissioner Mefford seconded. **Motion approved, 5-0.**

Public Works

Commissioner Dulaney began his report by advising there were no state highway updates of note, as the construction season has slowed down now for winter. Work does continue, but the major construction will be hampered by the winter weather and cold for the next couple of months.

Dulaney reviewed two letters received back from KYTC District 6 regarding requests for a speed study on US 42; the addition of a signal light at the intersection of 42 and Sweet Harmony Lane and for the addition of street lights at the intersection of US 42 and Rice Pike and Hicks Pike. KYTC declined the request to lower the speed limit on US 42 and for lights at Sweet Harmony, but will be installing signage to indicate a fire station/emergency vehicle entrance on both sides of 42 near Sweet Harmony where the Union Fire Protection District is located. KYTC also denied the request for lighting at Rice Pike and Hicks Pike, but stated they would have no objection to the City or County installing these lights in the right of way. Because both intersections do not lie within the City of Union right of way, Commissioner Miller and Commissioner Dulaney will work together to request these lights be installed with Boone County and bring forth a request for this work to Judge Gary Moore.

Communications/Office Operations Report

Director Hinkle had no report.

City Administrator Report

Administrator Plummer updated on the lighting project for the Traemore Subdivision, and noted that the city is in negotiations with Drees Company to provide a cost-effective lighting solution with them for this new location, working alongside Duke Energy to identify areas where money can be saved, yet quality lighting can still be maintained which will also be true to the look and design of the subdivision. He will continue to report on this project as it moves forward.

Plummer presented design proposals and bid drawings for the renovation of the Union City Building to the Commission. These documents, prepared by contract with Complete Structural Partners, outline specific requests and requirements for construction and renovation of the building to be more space efficient and improve citizen service. Plummer requested permission to take this item to public bid as soon as possible. Commissioner Mefford made a motion to present the plans and specifications for the renovation of the Union City Building to public bid. Commissioner Miller seconded. **Motion approved, 5-0.**

Plummer added that there have been several incidents of damage of mailboxes reported by residents due to snow removal. He presented a bolt indicating that some of the mailboxes may have been in poor repair, and that Florence and Boone County have a policy to have the homeowner assume responsibility for repairs when the snow plow does not touch the mailbox. While it is not specified in the contract, Commissioner Miller indicated that it has always been the city's position that repairs are the responsibility of the subcontractor.

City Attorney Report

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

Attorney Voss did update that the complaint about the RV parked on Whispering Trail is currently being handled under the applicable Boone County ordinance and through their enforcement office. He did note that the BCPC is updating their zoning provisions, and will recommend that Union's be in line with both Boone County and the other cities in Boone County, eliminating any Union specific exemption. An exemption to the BCPC zoning guidelines allowing parking of RVs in Union had been passed under a previous administration. The Commission was supportive of this recommendation.

Resolutions.

None

Municipal Orders

None

Ordinances

None

Announcements

The next meeting will be held on Monday, March 4, 2019 at 6:30 PM.

Adjournment

Motion to adjourn was made by Commissioner Miller and seconded by Commissioner Dulaney. **Motion carried 5-0.** Meeting adjourned at 7:37 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Donna Wahoff, City Clerk