

**CITY OF UNION, KENTUCKY**  
**Regular Business Meeting –MINUTES**  
Monday, December 7, 2015

**CALL TO ORDER REGULAR BUSINESS MEETING**

Mayor Larry Solomon called the Monthly Business Meeting of the Union City Commission to order at 7:03 PM, Monday, December 7, 2015.

**PLEDGE OF ALLEGIANCE**

Mayor Solomon led the audience in the Pledge of Allegiance 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 Clerk/Treasurer - Kathy Porter
- City Administrator - David Martin
- City Engineer - Barry J. Burke, PE PLS

**MEETING MINUTES.**

Prior to the meeting, City Commissioners were provided a copy of the minutes from the November 2, 2015 City Meeting. With no additions or corrections being made to the minutes, Commissioner Heil made a motion to approve the minutes. Commissioner Miller seconded the motion. **Motion carried with a 4-0 vote.**

**FINANCIAL BALANCE SHEET SUMMARY REPORT.**

The commissioners had no questions about the financial balance sheet. Commissioner Mefford moved to accept the financial balance sheet and Commissioner Miller seconded. **Motion carried with a 4-0 vote.**

**BILLS FOR PAYMENT.**

After looking through the bills, Commissioner Mefford asked about a property tax refund. Clerk Porter explained that the refund in question was made to the property owner due to Homestead eligibility which reduced the tax liability resulting in an overpayment. With no more questions from the commissioners, Commissioner Miller moved to approve the bills presented for payment. Commissioner Mefford seconded and the **motion passed with a 4-0 vote.**

## MAYOR'S COMMENTS.

The mayor had a special presentation for the Adopt-A-Unit Volunteers: **A Proclamation Honoring the Dedication and Hard Work of the City of Union, Kentucky's Adopt-A-Unit Volunteers.** In attendance for the presentation were Cindy Pollard, Stephanie Fuller, Robbie McFerren, Kim Voss, and Karen Berhiet. The primary focus of the Adopt-A-Unit group is to ensure that our adopted service members in Fort Campbell know they are not forgotten while serving our country. The members of the Adopt-a-Unit group were recognized and honored as citizens that all can look up to and the City of Union thanks each of them.

## VISITORS AND GUESTS WISHING TO SPEAK (3 Minute Time Limits).

No visitors in attendance wished to speak but there were two guest presentations. First, the commission heard an update on the new Affinity of Union development. Then, two representatives from PNC Bank presented their proposal for changes to the city's banking accounts.

### Affinity of Union Presentation

Mr. Glen Panoushek of Nexus Property Management and manager of the Affinity of Union development made his presentation. Key points from his presentation were...

- The Affinity of Union is the final addition to the Harmony community and was originally approved in 2003. Affinity will offer 1, 2, and 3 bedroom apartments ranging from \$650 to \$1,150 per month.
- Every unit will have a patio or balcony and there will be 65 garage spaces to rent.
- All apartments will be "market rent". There will be no subsidized housing within the complex.
- The entire property will encompass 28 acres total with about 16.5 acres of green space.
- A 4,200 square foot clubhouse will be part of the complex and will include a theater, a fitness center, a swimming pool and a large gathering space with a kitchen and fireplace.
- Development is estimated to be phased in over a 3 year period as leasing progresses, and upon completion the 3 story buildings will contain 294 units in all.
- The benefits for Union will be diversity of housing, growth of the tax base and transition to the Union Town Center.
- The entire site will be heavily landscaped with large trees and walking trails.

After the presentation, the commissioners and Mr. Panoushek discussed issues of road maintenance and landscaping both within the complex and within the center-divide of the entrance at Route 42. Mr. Panoushek stated that within the complex, snow removal and landscaping would be conducted and/or contracted and paid for by Nexus.

An issue arose concerning responsibility for the landscaping within the planned center-divide of the section of public roadway the developer is building between the complex entrance and U.S. 42. Engineer Burke advised Mr. Panoushek that once that section of roadway was turned over by the developer into a public street, the city would only be responsible "curb to curb" and would not be responsible for maintenance of the landscaping in the center-divide unless the developer reached an agreement with the city.

Engineer Burke also advised Mr. Panoushek that the city would "be out-of-the-picture" regarding maintenance of planned property detention basins. The Nexus engineer would need to coordinate with the Sanitation District for taking over the ponds.



### PNC Bank Presentation

David Kay, Business Banking Officer at PNC, and Chris Woolums, Public Finance Banker at PNC, gave a presentation on banking options available with them. Over the past several months, Clerk Porter and Commissioner Miller have been in negotiations with PNC to find ways to make-up for lost income the city incurred when the bank moved out of the city limits. Mr. Kay and Mr. Woolums brought 3 options for the commissioners to consider.

- Option 1 tweaked the current banking plan in order to save the city money.
- Option 2 added fraud protection.
- Option 3 added investment management.

The commissioners will study the options before deciding how to move forward.

### **COMMITTEE REPORTS.**

#### Economic Development Committee (EDC) (Commissioner Ramage/Mayor Solomon)

Commissioner Ramage reported on developments around the planned UTC area. Breaking ground for sewers could happen as early as this spring and when that happens, it should spur interest in businesses purchasing property to begin the building process of the UTC.

Mayor Solomon reported that the EDC has been meeting with Judge Moore and David Whitehouse to devise a recommendation for developing the Union Park at the Union Pool area. Before they present the plan and attempt to move forward, they want to find additional funding. Once additional funding is secured they will share the plan with the full commission.

Mayor Solomon went onto say that UDF (United Dairy Farms) wants to purchase the lot north of the old IGA to build a retail store. The property they are looking at sits between the old IGA and the Barlow's property and is currently owned by Pat Muldoon.

Mayor Solomon also discussed the efforts to utilize the EDC as a liaison between the city and the Boone County Planning Commission (BCPC). To that end, Mayor Solomon nominated Matt Apke to serve on the BCPC on behalf of the city. He then asked Attorney Voss to read Municipal Order 14 appointing Matt Apke to the Boone County Planning Commission for a four year term beginning January 1, 2016 and ending December 31, 2019. Motion to approve was made by Commissioner Miller with Commissioner Heil seconding. **Motion carried with a 4-0 vote.**

#### Communications Committee (Mayor Solomon/Travis Schraffenberger).

Administrator Martin reported that the committee is actively working on content for the new website. The next meeting will be December 14 at 6:00 when they will look at the new website. Mayor Solomon asked that the website be presented to the full commission for approval before going live. There will also be new sign posts installed for the banners and signs that are posted around the city.

Union Community Building - Old Firehouse (Commissioner Mefford / Ramage / Administrator Martin)

Administrator Martin is seeking uses for Porter Hall. He has been in contact with one of the Boone County School's Deputy Superintendents and will be running advertisements to find tenants. Mayor Solomon added that the rental would be "suit-to-fit" in that the city would make the space suitable for the intended use of the renter.

Annual Budget/Five-Year Fiscal Planning (Commissioner Miller/Mayor Solomon).

Commissioner Miller reported that the budget is doing very well for this time of year due to the lack of snowfall eliminating the need for snow removal and street treatment.

Boone County Planning Commission (BCPC) Report (Mayor Solomon / Administrator Martin/ and BCPC Representative Jim Longano).

The commissioners were provided a copy of the Mr. Longano's report before the meeting. They had no questions and no action was needed.

Public Works/Engineering (Commissioner Heil / Barry J. Burke, P. E. PLS/ Administrator Martin).

City Engineer Burke went over the report provided to commissioners prior to the meeting. The final invoice for road repairs from Michels in the amount of \$37,366.50 was recommended for payment. The report also detailed the ongoing work to rectify storm water issues affecting the Whispering Trails area. Results from a study being conducted on the issue could be available in February 2016 and the cost to the city would not be more than \$5,000. Mayor Solomon will talk with Judge Moore to see if the County will participate in the study and share in the cost which would allow the study cost to be split three ways as opposed to two ways. Commissioner Heil moved to allocate up to \$5,000 for the Santec study. Commissioner Mefford seconded.

**Motion carried 4-0.**

Engineer Burke attended a Storm Water Pollution Prevention Program on November 9 and shared agenda items from that meeting. He also reported that several citizens had been in contact with him about various issues including installing speed control humps in one neighborhood and reducing the size of existing speed control humps in another neighborhood. These citizens were not in attendance so these issues were not discussed.

Engineer Burke also reported a problem at the intersection of Farmview and U.S. 42. The lanes leading up to the intersection are too narrow and the painted lines defining the lanes need to be repainted. He shared a drawing of the redesigned intersection with one ingress lane entering the subdivision and two egress lanes allowing traffic to exit. Both egress lanes would allow traffic to go straight across U.S. 42 with the left lane allowing a left turn and the right lane allowing for a right hand turn and indication arrows would be painted. The cost to repaint the three lanes would be \$1,485. Commissioner Miller moved to repaint the intersection to widen the lanes. Commissioner Mefford seconded. **Motion carried by a 4-0 vote.**

Ohio Kentucky Indiana Board- OKI (Commissioner Miller).

The Board has recessed for the holiday so nothing to report.

Union Cares (Mayor Solomon/Volunteer Denny Mathis).

Mr. Mathis is back from his surgery. The committee will meet in January and get back to work.



**CITY ATTORNEY REPORT (Attorney Greg Voss).**

Nothing to report.

**CITY ADMINISTRATOR REPORT (David Martin)**

City Administrator Martin reported that sections of the fence surrounding Lassing Green were being painted and replaced.

The Kroger Company will be breaking ground for the new Marketplace in spring and the company anticipates a one year build-out. They will be erecting a sign soon. The City requests that Kroger find a tenant for the current Kroger building before or very shortly after leaving the current building for their new one as one of their first priorities, because that is an important issue to Union residents.

He also reminded everyone that the Breakfast with Santa would be taking place the following Saturday and he encouraged the commissioners to attend. Mayor Solomon will be there volunteering and the husband of the new assistant, Barb, will be Santa.

**CITY CLERK/TREASURER REPORT (Clerk Porter).**

No news to report.

**LEGISLATION: ORDINANCES / RESOLUTIONS / MUNICIPAL ORDERS (prepared by Attorney Greg Voss)**

**ORDINANCES**

**1<sup>st</sup> Reading of ORDINANCE NO. 2015- 21**—An ordinance relating to the adoption and approval of a text amendment of the current Boone County Zoning regulations applicable to the city of Union, Kentucky.

**RESOLUTIONS:**

None to be read.

**MUNICIPAL ORDERS:**

**MUNICIPAL ORDER 2015- 13** -A Municipal Order of the City of Union, Kentucky adopting an investment policy governing the investment of funds by the city. Motion to approve was made by Commissioner Heil. Commissioner Miller seconded. **Motion carried by a 4-0 vote.**

**MUNICIPAL ORDER 2015- 14**— A Municipal Order appointing Matt Apke to serve on the Boone County Planning and Zoning Commission on behalf of the citizens of the City of Union, Kentucky. (Read and voted on during the Mayor's Comments.) Motion to approve was made by Commissioner Miller with Commissioner Heil seconding. **Motion carried with a 4-0 vote.**

**MUNICIPAL ORDER 2015- 15**—A Municipal Order hiring Barry Burke, PE as a contractor for engineering services for the City of Union, Kentucky. Motion to approve was made by Commissioner Miller. Commissioner Heil seconded. **Motion carried by a 4-0 vote.**

**EXECUTIVE SESSION:**

None.

**OTHER INFORMATION:**

None.

**ANNOUNCEMENTS:**

- Santa Breakfast on Saturday, December 12<sup>th</sup> from 8:30-10:30am at the Union EMS/Fire Department.
- City Building will be closed on Thursday, December 24<sup>th</sup> and & Friday, December 25<sup>th</sup>, 2015
  - Trash collection will run as normal.
- The next regular business meeting will be held on Monday, January 4, 2016

**ADJOURNMENT:**

Motion to adjourn was made by Commissioner Mefford. Seconded by Commissioner Miller. **Motion carried by a 4-0 vote.**

Meeting adjourned at 8:39 PM.

**APPROVED:**



Larry Solomon, Mayor

**ATTEST:**



Kathy Porter, City Clerk/Treasurer