

CITY OF UNION
Business Meeting
May 1, 2017

Regular Business

The meeting was called to order at 7:01 PM on May 1, 2017 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 Eric Dulaney, Commissioner Bryan Miller, Commissioner John Mefford and Commissioner Jeremy Ramage.

Also present:

City Attorney-Greg Voss, Esq.

City Engineer-Barry Burke, PE, PLS

City Communications Coordinator/Interim City Clerk-Treasurer-Melissa Stark Hinkle

Approval of Minutes

Commissioner Mefford moved to approve the March minutes, and Commissioner Miller seconded that motion. **Motion passed 4-0.**

Financial Report

The Commission reviewed the Balance Statement from March 27, 2017 to April 28, 2017; the Budget/Spend Comparison report from March 27, 2017 to April 28, 2017; and also reviewed bills for payment through April 28, 2017.

Commissioner Miller moved to approve the City's monthly financial statement in total. Commissioner Dulaney seconded Commissioner Miller's motion. **Motion approved 4-0.**

Public Comment

Joe Grimoldi of 1958 Grafton Court came forward with a request for a speed bump in the Grafton Drive/Pembroke Court area. The Mayor informed Mr. Grimoldi that the City conducted a speed study during the last administration. Because the speed platform at the pool on Pembroke was so close to the stop sign, another bump would not be feasible...according to the last study. The best thing to do is to keep calling Boone County police department to monitor the stop sign on Pembroke and Grafton Drives.

Britteany King of 9699 Soaring Breezes came forward with a request for a no parking sign near the fire hydrant on Soaring Breezes. She also requested a speed hump or stop sign at Sweet Harmony and Soaring Breezes. More than 40 children, with 30 under the age of 5 live in the immediate area and she has a concern for safety. Per city policy, she will circulate a petition in the area to try to garner 75% support for such proposal and

return with the signed documentation at a future city meeting. Engineer Burke will explore the need for the request stop sign and provide the number and addresses of households for Ms. King to obtain petition signatures for a speed hump.

Gene Bucknell of 1588 Sycamore came forward with a request for clarifications of right of way issues regarding a stubbed city street adjacent to his property, and sewer easements that run along that street area. Attorney Voss advised that two right of ways/easements can be issued for the same property area and designated for different public uses. The street in question has been marked for no parking beyond pavement, and Voss advised that Mr. Bucknell may wish to seek legal advice regarding the property line issues in question for further clarification before city action.

Mayoral Report

Mayor Solomon gave a report on the KY 536(Mt. Zion) Road Construction Project. Work continues on the project, with the installation of drainage pipe along the new route, along with other general road and grading work. He also shared a letter from SD1 regarding flooding concerns along Fowler Creek and the disbursement of flood water in the area related to the road construction. The City approved the original SD1 and Kentucky Transportation Cabinet proposals and is following the guidelines of those approvals between the Commonwealth of Kentucky and SD1 regarding future flooding issues.

Mayor Solomon also reported on a meeting with the new Manager of the Union Kroger, Jim Betas. The new store is projected for a mid-August opening, and will feature the theme of "Old Union meets New Union to Form a More Perfect Union." He requested city staff assistance in helping with the grand opening celebration and to liason with Kroger staff as needed to fulfill their requests for city historical photos and documentation for the store opening.

Committee Reports

- Planning and Zoning: Matt Apke has resigned his position with Planning and Zoning due to increased work commitments. Mayor Solomon introduced Ms. Jamie Nieves who will be replacing Apke as the Union representative to the BCPC. She has prior experience with Northern Kentucky Tri-Ed and experience in business development and zoning issues. Mayor Solomon also introduced Jeff Bowman who will be joining the Economic Development Committee (EDC) as a new member in May.
- Economic Development Committee (EDC): Commissioner Miller brought forth the issue of 87.25 acres adjacent to St. Timothy's property that is under development by Drees as a new home community and how this development will affect Whispering Trails flooding. City Engineer Burke advised that SD1 will handle the storm water planning, and that they will indicate where it will drain in the future.
- Commissioner Ramage reported work continues on the Kroger building, with landscaping, paving and interior work underway. He expects lots of activity in the dock area in the coming month with deliveries, and has spoken with Kroger officials who believe three or four of the out lots are nearly confirmed. The

lease of the old store now depends on the timing of the opening of the new store, and that there are more than two parties interested in renting the location, but the type of businesses or entities there have not been disclosed by Kroger. The party interested in developing the lot between Kroger and the Arbor Springs development will also be moving forward through the Zoning Change process with the BCPC and will be holding meetings with affected property owners in the near future. The City staff will assist with the process of these meetings as appropriate and applicable.

- Public Works Committee (PWC)/City Engineer Report: Commissioner Dulaney handed out samples of the Heroin Addiction Door Hangers that will be distributed throughout the City of Union the weekend of May 20-21, as part of a volunteer effort he is headlining to bring awareness to the problem of addiction and to area resources for addicts to receive help. The hangers were provided to the city at no cost through NKADD. Union will be the first city in Boone County to hold such a drive, with several other cities, including Fort Thomas, Fort Mitchell and Erlanger holding similar drives. A press release highlighting the effort will be issued by the city and Commissioner Dulaney will coordinate the volunteer efforts with city staff. Commissioner Miller asked for clarification as to what the drive will include, and Commissioner Dulaney emphasized that it will be informational only, with no needle exchange or similar programs to be discussed or proposed in the city.

City Engineer Barry Burke updated the Commission on the 2017 Street Repair program, and presented the bid information to the group. The program will be let for bid with a due date of May 25 for Public Bid Opening, in accordance the specifications approved at the May 1 meeting and applicable laws and publication requirements. The bids will be presented at the June 5 meeting for approval. Construction is anticipated to start on or after July 1, dependent upon the contractor(s) schedules.

Burke also reported on a storm water drainage complaint from Mr. Wayne Partin at 1036 Churchill Drive. A drain located on private property shared between Partin and Mr. Nalley at 1056 Churchill Drive has clogged, causing runoff issues for the Partin land. The drain is on private property, and outside of city maintenance and is a private property owner issue to resolve as to keeping the catch basin in good working order through regular maintenance and cleaning of debris.

An additional draining issue for Dennis Shelters at 10151 Hempstede Drive has also been causing flooding issues, due to a safety enclosure grate on the large inlet culvert located in the rear of his property. The City does have a contract with A&A to keep the drain clean on a periodic basis, but Shelters feels additional debris is being placed by surrounding property owners into the drain, which is creating additional flooding. Commissioner Eric Dulaney and city staff have devised a letter to advise surrounding property owners of the concern and to inform them of best management practices in regard to disposing of waste and yard debris in the area. This letter will be mailed to those residents to ask them to help aid in preventing this damage. The letter will contain an insert provided by SD1 with information regarding proper storm drain use and management practices recommended by the SDI/City Storm Water Pollution Prevention Plan (SWPPP).

A final issue Burke presented was in regard to Mr. Kojima at 10104 Russwill Lane, with a damage report of a storm drain. Upon inspection by Burke, it was determined that the damage is on an extension pipe attached to the SD1/City storm drain, and extends through private property, is undedicated without easement and is beyond the city's responsibility, with Burke recommending no action by the city.

- **Communications Committee:** Communications Coordinator Hinkle reported that City of Union Night at the Florence Freedom tickets will go on sale in mid May. Tickets will also be available at the Celebrate America event as well.

Hinkle also reported she continues to coordinate with KYTC regarding providing regular road information on the Mt. Zion project, and has assisted with promoting proper work zone safety in the last month following a minor injury to a flagger in the work zone. She has also coordinated with Commissioner Dulaney and Cemetery Sexton Eddie Johnson to relocate the cemetery entrance marker stones to a temporary location while work continues on the drainage in the easements granted to KYTC by the city.

She also reported on the recent Easter Egg Hunt, which was attended by approximately 125 children. Commissioner Ramage asked that she make a special follow up with Union Presbyterian Church to thank them for their continued support and assistance with city events, citing their exceptional service to the city.

Work continues on the Celebrate America planning, but the Ryle Band has declined the invitation to perform, citing scheduling conflicts and the appointment of a new director. Hinkle will follow up with Cooper High School to see if they would have interest in performing at the event. Donna Wahoff has been coordinating the proper permits for the road closure and police notifications for the parade. The report concluded that the new vinyl wraps have been installed on the city entrance signs to bring them up to date.

Office Administration Report

As Interim City Clerk/Treasurer, Hinkle reported that the city is updating the records regarding sewer and streetlight assessments and is near completing on the sewer work with streetlight work to begin shortly.

The contract for the copier will be up for renewal in October, and Hinkle has been meeting with vendors to obtain pricing proposals. Commissioner Miller asked Hinkle to obtain outright purchase amounts for comparison to lease agreements to see if there would savings advantages. She will obtain those numbers and present those to the commission.

Hinkle presented a memorandum from the Northern Kentucky Area Development District for the FY2018 Fair Share contribution of \$2,205.39. Commissioner Miller asked what services NKADD provided to the city for this contribution. Hinkle and Commissioner Ramage volunteered to contact NKADD to learn more about what the agreement contains and what services are provided.

Hinkle also updated on the bonding for the city employees, and upon review with Roeding Insurance, determined that the bonding was in need of updating to keep up with the assets and income of the city and had not been updated in some time. Under recommendation of Roeding, she proposed a bond of the three current employees on staff, along with position bonds for the commissioners and Mayor, along with a bond for ABC licensing at a proposed cost of \$1756.05. Commissioner Mefford moved to approve the bonding request, Commissioner Dulaney seconded. **Motion approved 4-0.**

City Attorney Report

Attorney Voss had no report.

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

Municipal Orders:

MUNICIPAL ORDER No. 2017-14 –A MUNICIPAL ORDER APPOINTING JAMIE NIEVES TO SERVE ON THE BOONE COUNTY PLANNING AND ZONING COMMISSION ON BEHALF OF THE CITIZENS OF THE CITY OF UNION, KENTUCKY. Commissioner Miller moved to approve, Mefford seconded. **Motion carried 4-0.**

Mayor Solomon delivered the oath of office to Jamie Nieves as required by Kentucky Statue.

MUNICIPAL ORDER No. 2017-15 –A MUNICIPAL ORDER APPOINTING JEFF BOWMAN TO SERVE ON THE ECONOMIC DEVELOPMENT COMMITTEE ON BEHALF OF THE CITIZENS OF UNION, KENTUCKY. Commissioner Ramage moved to approve, Dulaney seconded. **Motion carried 4-0.**

MUNICIPAL ORDER No. 2017-16 –A MUNICIPAL ORDER APPOINTING MELISSA HINKLE AS AN INTERIM ALCOHOLIC BEVERAGE CONTROL ADMINISTRATOR FOR THE CITY OF UNION, KENTUCKY. Commissioner Mefford moved to approve, Ramage seconded. **Motion carried 4-0.**

Ordinances:

ORDINANCE No. 2017-05 –AN ORDINANCE AUTHORIZING THE CITY OF UNION, KENTUCKY TO JOIN AND PARTICIPATE IN THE UNION/WALTON JOINT CODE ENFORCEMENT BOARD AND AUTHORIZING MAYOR LARRY K. SOLOMON TO EXECUTE ANY DOCUMENTS INCLUDING BUT NOT LIMITED TO THE INTERLOCAL AGREEMENT WITH WALTON, KENTUCKY. First Reading.

EXECUTIVE SESSION

Pursuant to KR 61.810 1-F, a motion to adjourn into Executive Session to discuss matters of non-elected personnel was made by Commissioner Ramage. Commissioner Mefford seconded that motion. **Motion carried 4-0.**

A motion to reconvene in the regular meeting was made by Commissioner Ramage at 9:43 p.m., Commissioner Miller seconded. **Motion carried 4-0.**

NEW BUSINESS

No new business was presented.

Announcements:

The next regular business meeting will be held on June 5, 2017, at 7 p.m.

Adjournment

Motion to adjourn was made by Commissioner Mefford. Seconded by Commissioner Dulaney. **Motion carried 4-0.** Meeting adjourned at 10:10 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Melissa Hinkle, Interim City Clerk/Treasurer