**CITY OF UNION
Special Business Meeting
July 10, 2019**

**Regular Business**

The meeting was called to order at 6:30 PM on June 3, 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: Commissioner Bryan Miller, Commissioner John Mefford, and Commissioner Eric Dulaney. Commissioner Jeremy Ramage was not present.

**Also present:**

City Attorney-Greg Voss, Esq.; City Administrator-David Plummer; City Communications and Operations Director/Interim City Clerk-Melissa Stark Hinkle and City Engineer Barry Burke.

**Citizen Comments**

None

**Approval of Minutes**

Mayor Solomon asked for approval of the June 3 meeting minutes. Engineer Burke requested that a change be made to include his name in the list of also present at the meeting. Commissioner Mefford moved to approve the June 3 meeting minutes with this change. Commissioner Miller seconded that motion. **Motion approved 4-0.**

**Financial Reports**

Commissioner Miller noted that we have completed the last month of the fiscal year, and recorded an extra 84,000 in extra income, through the collection of delinquent taxes and assessments and the addition of $33,398.62 in interest on the city accounts for the year. With this extra income, the city finished the fiscal year $27,129.68 in the black for the year. Commissioner Dulaney moved to approve the June expenditures and bills. Commissioner Mefford seconded that motion. **Motion approved 4-0.**

**Mayor Comments**

Mayor Solomon reported on conversations with Lisa Ammons and the group with Kroger regarding the old store location, and the out-lot located to the west where the old liquor store had been. He noted that only one tenant (Great Clips) has not moved to the new Kroger location, and that they are expected to move shortly. He pressed Kroger on repairing the structural floor issues with that building and to move forward with getting new tenants into those locations as soon as possible. He will continue to report on this as time goes on.

**Economic Development**

Administrator Plummer reported on behalf of Commissioner Ramage. All of the Phase 2 from Gresham Smith is complete and has been presented to the EDC. Gresham Smith is working on the feedback from that session, and should be providing a final copy of the Phase 2 report shortly. He reported that a number of new businesses have opened at the Kroger out-lots in the last month, including Panera, Pet People, Orange Theory and Chipolte. The City will hold a ribbon cutting ceremony for Orange Theory Fitness on July 12 at 4 p.m. and invited all to attend. The City will also hold another business owner mixer on Monday, August 12 at Union 42 Bourbon and Brew, and already many RSVPs have been received to attend. The City is planning an additional meeting, perhaps in a morning session, for some time in October and have an information session with a member of the Kentucky Economic Development Cabinet to present some funding and grant options for small business owners that are available. Plummer ended his report with noting that the Boone County Planning Commission completed their comprehensive plan last year, and is working on updating zoning for the county, with emphasis on signage ordinances in the area.

**Public Works Report**

Commissioner Dulaney reported that curb and gutter work is going on in several areas of the Mt. Zion Project and that the lights have been installed at Hampshire, but they are not yet functional and waiting on electrical connections. The good weather has been aiding the progress on construction. Dulaney also reported on a meeting with Bob Jonas on behalf of the Urban Forestry Commission to develop a planting plan for the Mt. Zion corridor. The UFC will pay the up-front costs of the design process, and the plan can be developed to be a phased project for cost and budgeting concerns. Dulaney emphasized that he is particularly interested in erosion control and having plantings that are lower in maintenance to help control future costs to the taxpayer.

Engineer Burke reviewed the upcoming bridge work project at Gunpowder Creek and Clarkston Road. Both projects are likely to begin in mid-September, to take advantage of the lowest water volume in the creeks at both locations to keep costs of dewatering at a minimum. Burke also noted that work is underway in the City’s 2019 Street Repairs Program, with Michels Construction already underway in their work. He has added approximately $3,000 of additional curb and gutter work to the project to address some areas where replacement and repair has been determined by the Public Works Committee to be necessary. Burke also noted a discussion with a new group interested in providing fiber optics internet service to the area, and that it may be possible that a new carrier will be in the area. However, no encroachment permits have been submitted, so talks are very preliminary. Finally, Burke noted that he had conducted a review of the signage in Harmony Estates and will be giving the report to Boone County Sign Works for them to review and install signage where needed by MUTC.

Mayor Solomon asked that the public works committee review the City Building parking lot and develop a plan to repave and expand the building’s parking lot. This issue will be discussed at the next PWC meeting.

**City Administrator Report**

Administrator Plummer noted that NKOL has recommended that the city replace the current server system. With the developments in technology, much of the equipment has become obsolete and is no longer supported by the vendor. NKOL presented a proposal for a new server and related equipment at a cost of $8,652.50. Commissioner Mefford moved to approve the purchase of a new server and related equipment as presented by the NKOL quote. Commissioner Miller seconded the motion. **Motion approved, 4-0.**

**Communications/Office Operations Report**

Director Hinkle reported that Union Celebrates America was a success again, and that the new location presented some challenges, but that several ideas to improve the event, including moving the band closer to the food trucks, were being considered for next year, if the event remains at St. Timothy’s. Mayor Solomon noted that he has had talks with Father Bolte of St. Timothy’s to see if it will be possible to hold UCA there again next year. Hinkle noted that there are a few alternate locations that can be considered. Mayor Solomon asked her and the Communications team to pursue alternate locations to be ready if use of the St. Timothy location is not worth pursuing as an option for UCA 2020.

She updated on the Food Truck Series at Union Park. Attendance continues to be strong, and the food trucks are pleased with the number of attendees and sales volume. The event was going on simultaneously to the commission meeting, and Hinkle invited members to try the food truck cuisine after the conclusion of the meeting. She is working with Boone County Parks to plan for the series finale on September 28.

**City Attorney Report**

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

*Resolutions.*

**RESOLUTION NO. 2019-03--**A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE CONTRACT BETWEEN PAUL MICHELS CONSTRUCTION COMPANY AND THE CITY OF UNION, KENTUCKY FOR THE 2019 CONCRETE CURB AND GUTTER REPLACEMENTS Commissioner Dulaney moved to approve. Commissioner Miller seconded. **Motion passed, 4-0.**

**RESOLUTION NO. 2019-04--**A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE CONTRACT BETWEEN LEN RIEGLER BLACKTOP, INC. AND THE CITY OF UNION, KENTUCKY FOR THE 2019 STREET REPAIRS Commissioner Dulaney moved to approve. Commissioner Mefford seconded. **Motion passed, 4-0.**

**RESOLUTION NO. 2019-05--**A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE CONTRACT BETWEEN TMS CONSTRUCTION, INC. AND THE CITY OF UNION, KENTUCKY FOR THE 2019 EDGE/SIDE DRAIN SYSTEM ALONG BAYSWATER DRIVE Commissioner Miller moved to approve. Commissioner Mefford seconded. **Motion passed, 4-0.**

**RESOLUTION NO. 2019-06--**A RESOLUTION ACCEPTING THE RE-APPOINTMENT OF MARCUS CAREY,

ROBERT F. GREENE, DARRYL CUMMINS, ROBERT SANDERS, TOM QUIRK, AND WESLEY WILLIAMS AND

APPOINTMENT OF BRYCE C. RHOADESAS MEMBERS OF THE NORTHERN KENTUCKY REGIONAL ETHICS

AUTHORITY ENFORCMENT COMMITTEE FOR A TWO-YEAR TERM, COMMENCING FEBRUARY 1, 2019 AND

EXPIRING ON JANUARY 31, 2021. Commissioner Mefford moved to approve. Commissioner Dulaney

seconded. **Motion passed, 4-0.**

*Municipal Orders*

**MUNICIPAL ORDER NO. 2019-12--**A MUNICIPAL ORDER ACCEPTING THE TERMS OF THE DECLARATION OF

TRUST FOR THE KENTUCKY LEAGUE OF CITIES WORKERS' COMPENSATION TRUST AND AUTHORIZING THE

MAYOR TO EXECUTE THE DECLARATION OF TRUST Commissioner Miller moved to approve. Commissioner

Dulaney seconded. **Motion passed, 4-0.**

**MUNICIPAL ORDER NO. 2019-13--**A MUNICIPAL ORDER ACCEPTING THE TERMS OF THE TRUST PARTICIPATION

AGREEMENT FOR THE KENTUCKY LEAGUE OF CITIES INSURANCE SERVICES GENERAL INSURANCE TRUST AND

AUTHORIZING THE MAYOR TO EXECUTE THE TRUST PARTICIPATION AGREEMENT. Commissioner Mefford

moved to approve. Commissioner Dulaney seconded. **Motion passed, 4-0.**

Ordinances

**ORDINANCE NO. 2019-10--**AN ORDINANCE LEVYING AND FIXING THE TAX RATES OF THE CITY OF UNION, KENTUCKY, FOR THE 2018 CALENDAR YEAR; LEVYING SAID TAX UPON REALANDTANGIBLE PROPERTY; FIXINGTHE DATE OFPAYMENT, DISCOUNT PAYMENT, DELINQUENCY AND INTEREST CHARGES; FIXING THE PURPOSE THEREFORE; AND SETTING FORTH THE PROCEDURE FOR COLLECTION OF TAXES. *First Reading*

Commissioner Miller and Mayor Solomon noted that the tax rate has not raised for at least 12 years in the City of Union, with the city taking advantage of growth and a good economy to keep taxes low. Over the past four-and-one-half years since the start of this administration, the city has been growing more than in past years. “This administration has added staff and increased city services to manage city growth all without raising the tax rate since taking office.” said Mayor Solomon.

**Announcements**

The next scheduled meeting will be held on Monday, August 5. Commissioner Mefford will conduct the meeting at Mayor Pro Tem as Mayor Solomon will be out of town. It was noted that any discussion of branding/logo will be tabled until September’s meeting, as Solomon and Ramage will be both unavailable. Tuesday, September 3 was set as the date for the September meeting of the Commission, due to the Labor Day holiday on September 2.

**Adjournment**

Motion to adjourn was made by Commissioner Mefford and seconded by Commissioner Miller. **Motion carried 5-0.** Meeting adjourned at 7:30 p.m.

**APPROVED: ATTEST:**

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**John Mefford, Mayor Pro Tem Melissa Hinkle, Interim City Clerk**